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ABSTRACT

This document is an overall policy statement for library collection development for the State University of New York at Stony Brook. Part 1 comprises the library mission statement and a list of ongoing objectives. The second part provides some background information about the university environment and campus libraries. It also gives instructions for assigning numerical codes to items based on their collecting level and language, establishes criteria for materials selection, and covers special topics such as gifts, replacement copies, reserves, and weeding. Collection development statements for 33 different subject areas are assembled in part three, while part four offers selection guidelines based on type of source and publication format. Also included are an intellectual freedom statement and a review statement. (BEW)

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ED 393 461

COLLECTION DEVELOPMENT POLICY

MARCH 1996

The University at Stony Brook Libraries
Stony Brook, New York
March 1996

IR055867

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I. LIBRARY MISSION STATEMENT[1]

First Mission

Serve the university community by providing access to resources of intellectual content needed to support the university's missions of education, service and research. As an important but secondary responsibility, serve also the New York State community, particularly Long Island. Acquire, organize, and preserve appropriate resources. Provide adequate and timely access to other resources, wherever they reside. Promote awareness and use of library resources and services; assist patrons in using the collections and in locating and interpreting information.

Second Mission

Promote a climate conducive to the advancement of learning and free enquiry at all levels, with attention to the principles of intellectual freedom.

ONGOING LIBRARY OBJECTIVES

1. Develop and maintain collections in support of academic and research programs.

2. Increase access to information by providing and facilitating access to a wide array of information services without sacrificing ease of use for those who are not technologically sophisticated.

3. Develop human resources by maintaining our reputation for service while developing a staff capable of functioning effectively and efficiently in the new environment.

4. Improve facilities and equipment by providing library facilities in an attractive environment with adequate space, properly allocated and efficiently arranged.

5. Create a more responsive organizational structure by placing the primary focus and emphasis on the library user; by integrating functions within the library; by improving efficiency of operations; by elimination of redundant operations and procedures; and by clarification of policies that exist and establishment of policies where they are lacking.

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[1]University at Stony Brook Libraries, Collection Analysis Project Interim Report (December 1992).

II. COLLECTION DEVELOPMENT POLICY STATEMENT

A. GENERAL INTRODUCTION

1. PURPOSE OF THE COLLECTION DEVELOPMENT POLICY. The purpose of this document is to provide a written guide to facilitate the development of the Libraries' collections in relationship to the University's mission and instructional and research needs.

2. DESIRED OUTCOMES OF THIS POLICY INCLUDE

   a. The development of optimum quality collections through the use of defined and consistent selection criteria.

   b. Provision of selection guidelines which will assist in the budgetary allocation process and insure the judicious use of funds.

B. UNIVERSITY ENVIRONMENT

The State University of New York (SUNY) at Stony Brook is a young public research university. Its missions are directed toward education (undergraduate, graduate, and professional), research, and health care. Stony Brook was founded in 1956 as a training institution for teachers of mathematics and science at the secondary and community college level. Only two and one-half years after its founding, Stony Brook became a University Center within the State University of New York system. The SUNY University Centers (Albany, Binghamton, Buffalo and Stony Brook) are comprehensive, research universities.

The University at Stony Brook rapidly expanded its mission to include a full range of undergraduate and graduate programs through the doctorate in the humanities, social sciences, sciences, and engineering. In 1994/1995, the University enrolled 17,176 students; 11,309 undergraduates in 49 academic majors and 48 minors and 5,867 graduate and professional students in 67 areas. 1,568 full and part-time faculty teach in 70 departments. Major academic units include the College of Arts and Sciences, College of Engineering and Applied Sciences, and the Health Sciences Center. Support for organized research and sponsored programs totaled over $100 million in 1994-1995.

C. THE LIBRARIES

The Stony Brook library system consists of the Frank Melville, Jr. Memorial Library, which houses the largest portion of Stony Brook's collection, and eight branch libraries (mathematics-physics, engineering, earth and space sciences, biology, chemistry, computer science, marine and atmospheric sciences, and music). A Health Sciences Library is administered separately and is not included in this Collection Development Policy.

Instruction and research, especially in the sciences, make heavy demands on the Libraries. Like many academic institutions, Stony Brook has been forced to balance these demands against a shrinking library materials budget. The proliferation of journal titles, the rising cost of journals, and the development of new information technologies have made this process increasingly difficult.

During the 1960's and 1970's the Libraries received generous funding for collection development and attempted to acquire materials at the comprehensive level in most fields. At the end of 1993, the collections included 1.5 million volumes, three million microforms, 118,000 maps, and 14,000 serial titles (7,504 paid serial titles). After growing rapidly in the 1960's and 1970's, the acquisitions budget has leveled off and failed to keep pace with inflation. The level of collecting fell from 91,983 monographic volumes in 1970-1971 to 21,000 in 1990-1991. Future prospects would indicate, at best, a continued flat growth rate with fewer serial titles. At worst, purchases will need to be curtailed in subject areas not considered high priority by the university.

1. COLLECTION HISTORY

Stony Brook is very young when compared to most other university research libraries. When admitted to the Association of Research Libraries in 1975, it had been in existence less than twenty years.

The institution which is now the State University of New York at Stony Brook was established in 1957 as the State University College on Long Island at Oyster Bay, at Planting Fields, the arboretum-estate of William R. Coe. Its original mandate was limited to training teachers of mathematics and science for secondary schools and community colleges. Only two and one-half years after its founding it was designated a university center within the State University of New York system and its name was changed to the Long Island Center of the State University of New

York, reflecting an extension of its mission to include a full range of undergraduate and graduate programs through the doctorate in the humanities, social sciences, sciences, and engineering. According to the 1960 Master Plan for the State University, educational programs for the professions and other specialized areas other than engineering were to be added later.

In 1962 the Long Island Center was moved to its present location and was renamed the State University of New York at Stony Brook. This relocation was anticipated at the time the College on Long Island was founded in 1957.

In the early years rapid changes in the university's mandate were accompanied by substantial changes in educational philosophy. Initially the academic program adopted an interdisciplinary approach modeled after the Hutchins program at the University of Chicago. Specialization identified with the development of graduate programs and the decline in the Liberal Arts Curriculum generally forced the abandonment of the earlier philosophy. Almost coincidental with the move to Stony Brook, the common curriculum for undergraduates was replaced by disparate courses selected by the student to satisfy his or her own and the university's requirements. This pattern continues as the dominant one, although the university has experimented with new kinds of undergraduate and graduate programs.

The rapid development from small liberal arts college to full-fledged university, the changes in mandate and educational philosophy, and physical shifts and relocations were major factors in determining the pattern of growth not only of the university, but also of the library and its collections and services. While the library was in Oyster Bay, attention centered on collecting basic materials, establishing policies and procedures, planning a new building for the Stony Brook campus and recruiting and training a staff. The institutional mandate to train teachers of science and mathematics was supported by an aggressive acquisitions program in the sciences. During the Oyster Bay period the question of departmental libraries for the sciences was raised and resolved in favor of a decentralized system. Since space assigned to library purposes in the main building on the Oyster Bay campus was inadequate for the total collection, selected science materials were housed near the science departments. A departmental library had been established. When the program for the chemistry building for the Stony Brook campus was written, a departmental library was included in the plans. Subsequently, as programs for science buildings--except for the first biology building--were written, they too included specifications for departmental libraries. As a result, the main library system now has departmental libraries for chemistry, mathematics-physics, engineering, earth and space sciences, biology, computer science and marine and atmospheric sciences.

By the mid-1960s annual budgets for library materials were increased to almost $1 million to support new and developing programs, particularly at the graduate level. The acquisitions program broadened in scope to include in-depth purchase in a wide variety of fields. In many instances the acquisitions centered on or were enhanced by lot purchases or gifts of varying importance. The mathematics collection; the Theodore Chanler Collection in music, supplemented on a regular basis by gifts by Ralph Satz and others; the Prestini Collection, particularly strong in art and architecture; the House Collection in Sociology; the Hartnagel Collection in Geology; and the French Romantique Collection formed the nuclei around which the Stony Brook library developed. Particularly significant, however, were the purchases of Latin American and Ibero-American collections reflecting the emphasis on Ibero-American studies that developed during the 1960s. Among these, the Pablo Neruda, Jorge Carrera Andrade, the Brazilian, Amunategui, and the Columbian Collections are the most significant. Other collections which, though general in scope, added considerably to the library's volume count and gave breadth to the general collections include the gift of the Nicholas Kelley Collection of some 10,000 volumes. Standard editions of English and American authors and selections of secondary materials and contemporary trade books formed the bulk of the collection. Purchase of a number of collections with broad subject coverage enhanced the quality of the library. The best example of this type of purchase was the Lindmark Collection, which totaled approximately 60,000 volumes and represented the collecting activities of a New York book dealer.

Acquisition of these collections created enormous organizational and warehousing problems for the librarians. Cataloging and processing backlogs that included at one time some 80,000 books and vast quantities of microforms and documents challenged the staff's ingenuity and organizational skills.

The emphasis on collection development seemed to be an overriding concern of the university and library administrations during the 1960's and 1970's. During this period the library acquired the bulk of its microform collection, which now surpasses the book collection in title count. A collection development staff appointed during the late 1960s was assigned responsibility for coordinating the selection and acquisition of material for specified subjects. A special collections program started in 1969 focused attention on acquiring and organizing collections whose subject, format, or content required special treatment. In addition to those mentioned earlier, some of the special collections the Stony Brook library has acquired include the Hardwick English and Irish political pamphlets covering the period 1789 to 1829; the Alfred O. Dockman Collection on 20th-century printing and publishing; the Oakley C. Johnson Papers; works and manuscripts of poets who taught at Black Mountain College; Perishable Press publications including correspondence with

contemporary poets; Robert Crealey Letters; and the Conrad Aiken and Robert Payne collections. The Stony Brook library became a depository for U.S. Government documents in 1963. The gift of extensive files of older U.S. government publications by the Cooper Union Library, which had been a depository since 1930, strengthened the library's document holdings. Stony Brook subsequently became a depository for New York State documents and has collected official publications of the United Nations, Great Britain, Latin American countries, Canada, France, and local governments on a selective basis.

3. PRESERVATION PROGRAM

Between 1984 and 1985, the SUNY Stony Brook libraries completed a self-study program, coordinated by ARL/OMS, to determine preservation needs and priorities. As a result, a comprehensive Conservation/Preservation program was implemented at Stony Brook in 1985. Partial funding for this program was provided by a New York State grant.

The staffing of the department has varied since 1985, with one professional and one to three full-time bookbinding technicians. Although Stony Brook is a young institution, the Libraries suffer from the problems of "aging." Older materials, acquired by block purchase during the early years of the Libraries, are in a poor state of preservation and require attention as do materials currently acquired from third world countries. Mutilation and use also take their toll on the collection.

In addition to traditional preservation activities such as repair and binding, the Preservation Department is actively engaged in reformatting.

4. ORGANIZATION

During the past ten years two basic models of collection development have been in place: 1) two full-time selectors in a separate department (augmented by part-time selectors) and administered either by a Coordinator of Collection Development located in the department or by a member of library administration; 2) all part-time selectors coordinated by the Assistant Director for Collections and Public Services.

Due to changes in personnel, vacancies, and interim assignments, there have been a number of variations of these two models: 1) a Collection Development Department consisting of two full-time selectors and support staff headed by the Coordinator of Collection Development who also functioned as a full-time selector (their work was augmented by part-time selectors in a number of subjects); 2) following the retirement of the Coordinator, a

period of several years in which the interim head of technical services (and later the Director of Libraries) administered the department consisting of two full-time selectors and support staff; 3) a period beginning in 1986 when the newly appointed Assistant Director for Collection Management and Development assumed administrative responsibility of the department and increased the number of part time selectors (who continued to augment the work of the department's full-time selectors), established meetings of the selectors, and began forming a collection development policy. This person also assumed administrative responsibility for the Preservation Department; 4) the department was renamed the Bibliographic Services Section of the newly formed Acquisitions/Bibliographic Services Department under the administration of the Assistant Director for Technical and Access Services. Selection of materials, allocation, and related activities, however, remained under the Assistant Director for Collection Management and Development; 5) in 1989 the same organization with an interim Coordinator of Collection Development in charge of selection and allocation (with Preservation under the Assistant Director for Technical and Access Services); 6) a return in 1991 to "Collection Development" under the administration of the newly appointed Assistant Director for Collection Management and Development; 7) also in 1991 dissolution of the department with all staff reassigned to other library departments while retaining their basic selection or other support roles (such as searching) with the Assistant Director for Collection Management and Development retaining responsibility for their selection activities; 8) in September 1994 Public Services and Collection Management and Development were merged.

Present organization: 20 selectors, including eight branch librarians, reporting to various supervisors but meeting together periodically and working under budgetary constraints worked out by the Assistant Director for Collections and Public Services. In practice, each selector works more or less independently, conferring with another selector when a given purchase crosses disciplinary boundaries.

D. COLLECTING LEVELS

Existing Strength (ES), Current Collecting Level (CL), and Desired Level (DL) are given for each collection defined in the following policies. General definitions of codes used are given below.

0 - Out of Scope: The Libraries do not collect in this area.

1 - Minimal Level: A subject area in which few selections are made beyond basic works.

2 - Basic Information Level: A collection of up-to-date general materials that serves to introduce and define a subject and to indicate the varieties of information available elsewhere. It may include dictionaries, encyclopedias, access to appropriate bibliographic databases, selected editions of important works, historical surveys, bibliographies, handbooks, a few major periodicals, in the minimum number that will serve the purpose. A basic information collection is not sufficiently intensive to support any advanced undergraduate or graduate courses or independent subject area involved.

3 - Instructional Support Level: A collection that is adequate to support undergraduate and MOST graduate instruction, or sustained independent study; that is, adequate to maintain knowledge of a subject required for limited or generalized purposes, of less than research intensity. It includes a wide range of basic monographs, complete collections of the works of more important writers, selections from the works of secondary writers, a selection of representative journals, access to appropriate non-bibliographic databases, and the reference tools and fundamental bibliographical apparatus pertaining to the subject.

4 - Research Level: A collection that includes the major published source materials required for dissertations and independent research, including materials containing research reporting, new findings, scientific experimental results, and other information useful to researchers. It is intended to include all important reference works and a wide selection of specialized monographs, as well as a very extensive collection of journals and major indexing and abstracting services in the field. Pertinent foreign language materials are included. Older material is retained for historical research.

5 - Comprehensive Level: A collection in which a library endeavors, so far as is reasonably possible, to include all significant works of recorded knowledge (publications, manuscripts, other forms), in all applicable languages, for a necessarily defined and limited field. This level of

collecting intensity is one that maintains a "special collection"; the aim, if not the achievement, is exhaustiveness.

E. LANGUAGE CODES

Language coverage is closely linked to the collection levels, and the representation of English and foreign language material is a critical dimension in evaluating collections. Language qualifies and amplifies the collection values and frequently determines the appropriate collection level. Generally, the higher the reported level, the broader the language coverage. For example, a collection in Italian history cannot be considered a research collection unless Italian language materials are extensively collected.

The primary purpose of the language codes is to indicate the language priorities and limitations that govern the library's collecting policies. As in the case of collection levels, language coverage must be viewed within the context of the existing publications and must be based on an evaluation of the universe of publishing output in the field. Thus assessment should not be altered by the fact that in many fields English is the primary language for scholarly materials due to the preeminence of English in the worldwide publishing output. At the same time, the absence of foreign language materials in such a collection would alter its scope and breadth. The following language codes may be used in conjunction with the collection level codes:

E. English language material predominates; little or no foreign language material is in the collection.

F. Selected foreign language materials included in addition to the English language material.

W. Wide selection of material in all applicable languages. No programmatic decision is made to restrict materials according to language.

Y. Material is predominately in one foreign language. The overall focus is on collecting material in the vernacular of the area.

F. RESPONSIBILITY FOR COLLECTION DEVELOPMENT

Ultimate responsibility for selection of materials in the Libraries lies with the Director of Libraries. His authority is delegated to the Assistant Director for Collections and Public Services under whose direction materials in specific subjects are selected by designated librarians and members of the teaching faculty.

It is the responsibility of the Libraries' selectors to monitor the availability of recently published and out of print publications of research value to Stony Brook and to initiate and coordinate selection decisions in their respective fields, in accordance with overall collection policy. They may match Stony Brook's needs with blanket order and/or approval programs, and balance the needs for filling in retrospective gaps in the collection with the ongoing demand for newly published materials. Selectors also attempt to develop collections in subject areas of newly emerging academic interest in anticipation of future demands.

In addition to this formal selection process, effective collection development depends upon the continuing identification and evaluation of the University's information needs on the part of librarians, faculty, students, research staff, and other library users. Included in this effort are the following:

1. review of existing and newly planned courses of instruction, degree programs and research projects, in the context of overall University goals and priorities;

2. participation of library staff, to the extent authorized by individual faculties, in the deliberations of committees on instruction and/or other groups dealing with changes in or additions to existing courses, degree programs and research projects;

3. routine mechanisms for eliciting from faculty members course reserve and reading lists, and for receiving from any member of the University community suggestions for the addition of particular items to the collections;

4. formal and informal mechanisms (library staff participation in faculty meetings, faculty library committees, the University Senate Library Committee, suggestion boxes, etc.) for channeling criticisms and

suggestions regarding the Libraries' collection development and maintenance policies and practices;

5. participation in the Research Libraries Group, the Long Island Library Resources Council and other organizations responsible for coordinating the availability of information resources on a regional or national basis;

6. programs for maintaining library staff and user awareness of unique materials, specialized information services and significant collections available outside the University Libraries.

G. PROCESS OF CHOICE

The primary goal of the University Libraries is to develop collections of materials which support the broad range of academic endeavors of the University community. The focus of all collecting is on materials which expand the capability of the Libraries to support scholarship. The activity is based on a group of criteria which apply generally to all materials being considered for addition or removal from the collections. Particular criteria may assume greater or lesser importance depending on the type of materials under consideration, the library unit which is considering the item, the subject matter covered, or the selector. Each selector has written statements which explain the application of the criteria within his or her particular subject or area of responsibility.

Decisions concerning the acquisition and retention of materials should be made within the context of the specific subject statements appended. The general factors to be taken into account are:

1. Relevance to the University's needs.

Relevance to the actual or potential needs of Stony Brook's education and research programs. Selectors maintain close ties with the departments, institutes, and research programs which comprise the primary user group for a particular subject or area.

2. Scope and Content.

Monographs, which may treat very specialized aspects of a topic or may provide a comprehensive treatment of knowledge about the topic, are collected comprehensively in most disciplines. On the other hand, textbooks and other similar treatments are collected selectively in

other similar treatments are collected selectively in most disciplines.

For periodicals, preference is given to titles with subject coverage of sufficient breadth to be of use and interest to a department or to an interdisciplinary program which cuts across departmental lines. Periodicals of interest to programs limited to a small number of individuals or titles of interest to the individual library user are collected but in relation to more comprehensive programs and needs.

3. Relevance to Existing Collections.

Depth of existing collections in the subject and local availability of the item will be considered. It will rarely be necessary for the Libraries to acquire everything published on a particular subject; existing strengths of the collections are many and there is substantial overlap in collecting responsibilities with major research libraries, especially those in the Research Libraries Group. Preference is given to materials which present information from a different perspective from those already in the collection.

Availability of a title through extramural formal and informal networks or arrangements, while less important than availability within the University Libraries, is a factor in the selection process. The Libraries cooperate with other similar institutions to provide access to lesser used materials through interlibrary lending and borrowing as well as the provision of on-site access. Additionally, the Libraries attempt to minimize duplication of titles held within the University Libraries. By applying resource dollars to the purchase of unique items, the scholarly information base available within the Libraries' system is enhanced and broadened.

4. Scholarly Worth.

The quality of a title can best be determined by weighing several subjective factors collectively, i. e., its sponsorship; the degree of scholarship; the degree of creativity; its lasting value; the reputations of the author, the publisher, the contributors, the editorial board; the type or degree of illustration; article bibliographies, etc. None of these is the deciding factor alone but each is considered as it contributes to or detracts from the overall quality of the item under consideration.

5. Currency and Timeliness.

Research and education in many disciplines, particularly the sciences, require the most up-to-date information and such information changes very rapidly. In those areas, preference is given to items which report new and revised information in a timely fashion.

6. Bibliographic Accessibility.

The decision to include a journal in an indexing source increases access to its content and also to its level of use in the Libraries. Because several reference collections include a large number of primary indexes and offer search access to several on-line data bases, bibliographic accessibility through indexing sources is a criterion in selection in some areas.

7. Relative Price.

The value of a book, periodical, newspaper, etc. to the collection cannot be measured only by considering the cost of the item. While price certainly cannot be ignored, it is rarely the sole determinant for inclusion or exclusion of an item in the collections. The price of an item is only one component of the cost of acquiring it; added to the price will be the cost to order, catalog, and preserve it.

8. Language and Country of Origin.

Materials in the language of the country and locally published materials in English are collected in sufficient depth to support the language and area studies programs of the University. Language and country of origin may be considered to be secondary criteria in the professional programs and in certain subject collections.

H. GENERAL PRIORITIES.

The following system of priorities is adopted by the Libraries:

1. FIRST PRIORITY ITEMS

a. Current imprints, published within the last two calendar years;

b. course reserves;

c. maintenance of journal subscriptions and standing orders in support of instructional programs;

d. replacement of missing or damaged items of importance and in demand.

2. SECOND PRIORITY ITEMS

a. Duplicates of heavily used materials,

b. substitutes for perishable formats, such as microforms for newspapers or journals;

c. retrospective purchases of non-current imprints to strengthen holdings or fill gaps.

I. GENERAL PRINCIPLES.

1. Duplication of Resources. The Libraries shall make a concerted effort not to duplicate resources already held. Requests for multiple copies of particular titles will be honored only after sufficient justification and demonstrated needs are provided by the requester. Policies governing the acquisition of multiple copies for Reserve are outlined in #4 below.

This policy does not preclude duplication of those reference works, and basic or specialized monographic works that are much in demand and essential to support instruction and research.

2. Gifts. The Libraries will accept gifts of books and other materials with the understanding that they become the property of the Libraries and will be evaluated against the same criteria as purchased materials. The Libraries will make the final decision on the use or other disposition of all donations and

will decide the conditions of display, housing and access to the materials. If gifts of marginal value are offered, processing and handling costs and use of shelf space will be prime considerations. The Libraries will not provide evaluations of gifts for tax relief or other purposes.

Funds for the purchase of materials will be accepted. The Libraries encourage donors to place as few restrictions as possible on the funds in order to permit the most flexible use of the donation for the enrichment of the collection.

3. Replacement. The decision to replace lost or missing materials is made by selectors on a title-by-title basis and in accordance with the collection development policy for the subject.

4. Reserve Materials. Reserve book collections are constantly changing collections of materials gathered from existing holdings or purchased to provide limited loan periods and maximum access to students. Purchasing is done solely on the basis of faculty recommendation. Multiple copy purchasing is subject to negotiation between the Libraries and the requester and dependent upon the number of students involved and estimated use.

   Reserve materials are purchased or assembled only for the courses being taught on the Stony Brook campus.

5. Resource Sharing and Cooperative Collection Development. The Libraries have assumed a leadership role in the utilization of computer technology to facilitate easy and accurate University-wide access to our resources and those available from other national, state, and regional traditional and electronic repositories.

   The Libraries will participate in resource sharing with SUNY University Center libraries, other SUNY libraries, Long Island Library Resources Council (LILRC) libraries, and with other research libraries whenever feasible, always bearing in mind the privileges and responsibilities involved. When requested materials are not available in original form, they may be acquired in suitable copy. When materials in areas in which the Libraries do not collect are required in depth for individual use, the requester will normally be encouraged to use interlibrary loan.

   A number of agreements have been forged in the areas of access to other collections by Stony Brook patrons, Stony Brook borrowing privileges granted to non-affiliated users,

and interlibrary loan arrangements. These include the SUNY-sponsored open access policy which extends borrowing privileges to students, staff and faculty of other SUNY campuses and community colleges, the Research Loan Program which is an option of membership in the Long Island Library Resources Council and provides borrowing privileges for graduate students upon referral by the patron's "home" library, borrowing privileges for graduate students from institutions offering borrowing privileges to Stony Brook graduate students, and research staff at Brookhaven Laboratories. By virtue of our membership in the Research Libraries Group (RLG), Stony Brook faculty and graduate students may have access to other RLG libraries such as Columbia and New York University. Our interlibrary loan arrangements include those with RLG, OCLC, and LILRC.

6. Weeding. Weeding is the systematic evaluation of a library's collection with an eye to the withdrawal of damaged or obsolete materials from the collection. This process is an integral part of collection development and maintenance.

In general, the same criteria apply to weeding as are used in the selection of new materials. Materials that fall into the following categories are candidates for withdrawal:

a. materials which contain outdated or inaccurate information;

b. superseded editions;

c. worn or badly marked items;

d. duplicate copies of seldom used titles;

e. unused materials.

Wanda V. Dole
Assistant Director for
Collections and Public Services
March, 1996

COLLECTION DEVELOPMENT POLICY STATEMENT

AFRICANA STUDIES

Barbara Brand
July 1991

Person Responsible for Selection: Barbara Brand

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most of the materials are in the main stacks of the Melville Library. Rare and valuable materials are in Special Collections.

2. Estimate of holdings:

	Titles	Volumes
	N/A	

Number of current subscriptions: 58

Call # range	Subject	Number of Titles
	N/A	

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support instruction and research on the experiences of persons of African descent throughout the world. Special emphasis is given to support the exploration of African civilizations and their influences on other parts of the "Black Diaspora." The Africana Studies program offers a BA. Courses in other departments also focus on African-American issues.

The Africana Studies program is interdisciplinary in scope. Issues within the black international communities in Africa, the United States, and elsewhere are examined from both historical and contemporary perspectives. Particular attention is focused on political concepts, cultural development, legal relations, and social theories.

2. History and Special Strengths of the Program: Acquisition of Africana Studies materials is a priority for the Library. However, the Africana Studies selector serves more as a coordinator for the purchase of relevant materials than as the actual purchaser of such materials. Most materials dealing with history are purchased by the History selector. The Africana Studies selector is responsible for acquiring only works which are multidisciplinary in nature, or which deal with contemporary social, economic, and political aspects and problems of African Americans and Hispanic Americans of the African diaspora.

The Africana Studies selector works closely with the History selector to coordinate joint purchases of large research

collections, as well as with the Reference selector to maintain an up-to-date collection of relevant reference tools.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a) Level of Treatment: Standard statement.

b) Intellectual parameters: The collection supports the teaching and research of the Africana Studies department as described in Purpose above. The major focus of teaching and research is the experiences of persons of African descent throughout the world. The Africana Studies selector consults regularly with other selectors regarding interdisciplinary materials.

2. Types of Materials: Standard statement.

3. Languages: English is the predominant language of the collection. Works in French on Francophone Africa and in Spanish on the Caribbean are collected selectively. The library does not collect actively in African languages.

4. Chronological Guidelines:

a) Historical emphases or limitations: No limitations. Current emphasis is on 19th-20th century.

b) Current and retrospective collecting: Standard statement.

5. Geographical Guidelines: No limits. Current emphasis on Africa, the United States, Caribbean and the UK.

Origins of publication: United States, Africa, Caribbean, United Kingdom.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

Africana Studies cuts across all disciplines in its consideration of race and class. As mentioned above, the selector serves more as a monitor than as a bibliographer. The following represent categories of materials which are generally purchased by the Africana Studies selector. Straightforward works in history, art, religion, political science, economics, and literature are generally not purchased by this fund.

LC Class	Subject	Collecting Levels ES	CL	DL
	History (E185) NOTE: See History Policy			
	Civil Rights NOTE: Contemporary works only. All else bought by History			
	Politics and Government			

Economic conditions
Social conditions
Families

COLLECTION DEVELOPMENT POLICY STATEMENT

ANTHROPOLOGY

Dianne Stalker
August 1995

Person responsible for selection: Dianne Stalker

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most of the materials are in the Melville Library. The Reference Department has some indices, dictionaries, bibliographies, and other reference materials. The Current Periodicals Room houses current issues of journals and the Video/Microforms Department may have back issues of journals on microfilm.

2. Estimate of Holdings:

LC class	subject	no. of holdings
GF	Human Ecology	675
GN	Anthropology	7600
GR	Folklore	2000
GT	Manners & Customs	1050
GV	Recreation. Leisure	3400

B. DESCRIPTION OF COLLECTION:

1. Purpose: The collection provides support for both an undergraduate and graduate program, including master's and doctoral level. The Department of Anthropology offers a full graduate program leading to the MA degree. In the MA program candidates may study toward a master's in anthropology with a concentration in either archaeology, socio-cultural anthropology, or physical anthropology. The doctoral program (DPAS) is an interdisciplinary and interdepartmental program leading to the PhD degree that draws upon faculty and resources from the departments of Anthropology, Anatomical Sciences, Ecology and Evolution, and Comparative Literature, as well as from the American Museum of Natural History. The goal of the DPAS is to train students for careers in research and teaching in physical anthropology, archaeology, and cultural anthropology.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a. Level of treatment: standard treatment

b. Intellectual parameters: Collection supports the teaching and research of anthropological sciences and archaeology as described above. Because of this cross disciplinary nature of these subjects, the selector consults regularly with other selectors in the social and biological sciences, in language and literature, fine arts, and music.

2. Types of Materials: The bulk of the items are monographs and journals. Indices, thesauri and manuals will also be included but dissertations are usually not purchased.

3. Languages: English is the primary language of the collection.

4. Chronological Guidelines: Emphasis is on 20th century materials with exceptions for all historical materials.

5. Geographical Parameters: Materials collected are multinational in scope.

III. Subjects and Collection Levels

Subjects		Levels	ES	CL	DL
GF	1-900	Human Ecology. Anthropogeography.	2	2	2
GN	1- 890	Anthropology	3	3	3
	49-298	Physical Anthropology. Somatology	3	3	3
	296	Medical Anthropology	2	2	3
	301-673	Ethnology. Social and Cultural Anthropology.	3	3	3
	700-890	Prehistoric Archaeology	3	3	3
GR	1-950	Folklore	2	2	2
	72-950	Folk Literature	2	2	2
GT	1-7070	Manners and Customs	2	2	2
	165-485	Houses. Dwellings	2	2	2
	495-499	Human Body & its Parts	2	2	2
	500-2370	Costume, Dress. Fashions	2	2	2
	2400-3390	Customs relative to Private Life. Family Festivals.	2	2	2
	3400-4995	Customs relative to Public and Social Life	2	2	2

5010-7070	"other" customs	2	2	2

GV 1- 1860 Recreation. Leisure

1-191	Leisure	1	1	1
201-558	Physical Education and Training	1	1	1
561-1198	Sports	1	1	1
862-881	Baseball	1	1	1
1199-1570	Games & Amusements	1	1	1
1580-1799	Dancing	1	1	1
1800-1860	Circuses, Spectacles, &c.	1	1	1

COLLECTION DEVELOPMENT POLICY STATEMENT

ART, ARCHITECTURE, PHOTOGRAPHY

Wanda V. Dole
August 1995

Person Responsible for Selection: Wanda V. Dole

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most of the materials are in the main stacks of the Melville Library. Rare and valuable materials are in Special Collections.

2. Estimate of holdings:

	titles	volumes
N, TR, TT	39,050	58,575

Number of current subscriptions 82

Call # range	Subject	Number of titles
N	Visual Arts (general)	12,550
NA	Architecture	4,200
NB	Sculpture	1,925
NC	Graphic Arts (general) Drawing, Design	2,500
ND	Painting	10,225
NE	Print Media: Engraving Printingmaking, etc.	1,500
NK	Decorative Arts, Applied Arts	2,800
NX	Arts in General	1,500
TR	Photography	1,550
TT	Handicrafts, Arts and Crafts	300

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research of the Art Department. The Art Department currently offers a B.A. in Art History and Criticism, a B.A. in Studio Arts (drawing, painting, sculpture, and a design minor), an M.F.A. in Studio Arts (drawing, painting, printmaking, sculpture, ceramic, ceramic sculpture, and photography), and an M.A. in Art History and Criticism. A program leading to the Ph.D. in Art History and Criticism began in 1995/96.

The collection contains materials which also support students and research in such programs as the following: Africana Studies, Stage and Costume Design, Women's Studies, Film Studies, Philosophy, and Computer Art.

2. History and Special Strengths of the Program:
From the 1960s to the early 1970s, the art collection was built through routine purchase of current materials and block purchases of retrospective materials from bookdealers and collectors. For a brief time the Library had an approval plan for exhibition catalogs with Worldwide Books. Since the late 1970s, current monographs have been acquired through an approval plan with first with Jaap Rietman (1970s - 1992) and then with the Libraries major domestic book vendor.

Critical and historical studies, as well as primary published sources (letters, memoirs, catalogues raisonnes) are regualrly acquireed. Comprehensive collection of primary published sources is attempted for artists within the geographical emphases of the collection, namely, the United States and Western Europe. Exhibitioncatalogs, publications related to studio techniques, art education, and photography are acquired on a selective basis. The collection in art is relatively strong. A comparison of shelflist counts with other research libraries indicates that the Art and Art History collections are generally comparable to those of mid-sized academic libraries (those with total collection size of 800,000 to 1,000,000 titles).

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a. Level of treatment: Standard statement.

b. Intellectual parameters: The collection supports the teaching and research of the Art Department as described Purpose above. The major focus of teaching and research is 19th - 20th century Western European and American Art; art criticism, aesthetics and theory are also emphasized. The Art Department also teaches and pursues research in a full range of chronological and geographical areas and the Library attempts to collect the major monographs in these areas.The art selector consults with the selectors for Reference, Anthropology, Africana Studies, Women's Studies, etc. regarding interdisciplinary materials.

2. Types of Materials: Standard statement.

3. Languages: Standard statement.

4. Chronological Guidelines:

a. Historical emphases or limitations: no limitations. Emphasis is on 19th-20th century art, architecture, and photography.

b. Current and retrospective collecting: standard statement.

5. Geographical Guidelines:

a. Geographical emphasis or limitation: Emphasis on European and American art, architecture and photography.

b. Origin of publications: Most publications are from Western Europe or the Americas.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

LC CLASS	SUBJECT	COLLECTING LEVELS E.S.	C.L.	D.L.
N 1-9165	Visual Arts (general)	3	3	4
5300-7418	History of Art	3	3	4
7475-7483	Art Criticism	3	3	4
8554-8585	Conservation	2	2	3
8600-8675	Economics of Art	2	2	3
8700-9165	Art and the State	2	3	3
NA 1-9428	Architecture (Emphasis on History and Criticism)	2	2	3
NB 1-1952	Sculpture (Emphasis on 19th and 20th Century)	3	3	4
NC 1-1940	Drawing, Design Illustration (Emphasis on American, European commercial art)	2	3	3
ND 25-3416	Painting (Strongest area of the collection, emphasis on America and Europe, modern era. Some strength on Asia and Africa)	3	3	4
NE 1-3002	Print Media Graphic Arts (Emphasis on America and Europe)	2	2	3
NK 1-9955	Decorative Arts (Emphasis on America and Europe, 19th and 20th centuries; interior decoration; metalwork; ceramics)	2	2	3

LC CLASS	SUBJECT	COLLECTING LEVELS E.S.	C.L.	D.L.
NX 1-820	Arts in General Interaction of the Arts (Strong collection, emphasis on interaction with American and European culture and society)	3	3	4
TR 1-1050	Photography (Emphasis on technique and specific photographers)	2	3	3
TT	Handicrafts, Arts and Crafts (Emphasis on furniture, metalwork, weaving)	1	1	2

COLLECTION DEVELOPMENT POLICY STATEMENT

ASIAN STUDIES

October 1995

Selectors:	Chinese	-	Min Huei Lu
	Japanese	-	Mitsuko Collver
	Korean	-	Jai Yun

CHINESE LANGUAGE AND LITERATURE

Person responsible for selection: Min Huei Lu

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: All materials are housed in the Melville Library stacks, with reference materials in the Reference Room, current issues of journals in the Current Periodicals Room, materials on videos in the Audio-Visual area and music materials in the Music Library on the second floor of the Melville Library.

B. DESCRIPTION OF COLLECTION:

1. Purpose: The primary purpose of the collection is to support the instructional and research activities for Chinese Studies at Stony Brook. Chinese Studies is designed for students interested in an interdisciplinary study of China that combines course work in social and behavioral sciences with that of humanities and fine arts. Another equally important goal is to build and develop this collection as a Center for Chinese Contimporary Writings. It shall be used as a resource center to help American and Chinese descendants understand more about China, Chinese culture and society.

C. GENERAL COLLECTION GUIDELINES:

1. Languages: Chinese is preferred for the collection. In some cases, reference and research materials which pertain to China and its language, literature, culture, philosophy etc., may need to be bought in English.

2. Areas of Interest: Chief areas of interest will be the Chinese language and Chinese contemporary writings which represent the social or political behavior of the Chinese people and society. Writings on the post-1980 period will be emphasized in the collection.

Minor areas of interest for which collecting is more selective include Chinese literature published before 1980 and English writings concentrating on Chinese literature, history, political science, economics, social science, religion, philosophy and

culture will also be collected or referred to the pertinent subject selector.

3. Intellectual Parameters: The Chinese allocation is used to support teaching and research of the Chinese Studies as described in the purpose to stimulate and enhance the understanding of the diversities of culture and tradition.

4. Types of materials: Monographs, selective periodicals and serials in printed format are being collected. Videos and audio materials are also bought very selectively.

5. Geographical guidelines: The majority of the Chinese materials are bought directly from the People's Republic of China, Hong Kong and Taiwan. Publications in English may be obtained in the United States or from other parts of the world.

JAPANESE STUDIES

Person responsible for selection: Mitsuko Collver

A. LOCATION AND SIZE OF COLLECTION: All materials, including gifts and purchased books and journals are cataloged and housed in the Melville Library, call numbers PL501-889.

B. DESCRIPTION OF COLLECTION:

1. Purpose: Materials are collected in both Japanese and English and in any format as appropriate to support the curriculum and research activities in Japanese language and literature. Course enrollments in these subjects total approximately 710 per year. Of these, 180 are in basic language classes, 490 in undergraduate courses in Japanese studies, history, philosophy and religion, and 40 in graduate seminars. The library collection emphasises Japanese society and culture and the relations of Japan with other East Asian countries, notably Korea and China.

C. GENERAL COLLECTION GUIDELINES;

1. Language: Both Japanese and English.
2. Areas of Interest: Japanese society and culture; relations with other East Asian countries.
3. Types of materials collected: Monographs, selective periodicals and serials in printed format. Videos and audio materials are bought selectively.
4. Geographical guidelines: The majority of materials are published in Japan.

COLLECTION DEVELOPMENT POLICY STATEMENT

BIOLOGY

Rosalind Walcott
September 1995

Person Responsible for Selection: Rosalind Walcott

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most of the materials are in the Biology Library; the Health Sciences Center Library contains a considerable amount of biology material as well; the Chemistry, Earth and Space Sciences, MASIC and Engineering Library, and Main Library, as well as Special Collections (in decreasing order) also contain some.

2. Estimate of Holdings:

	titles	volumes
Main Library system		
Biology Library	45,000	86,000*
Other libraries		

* additional 15,000 volumes in Storage, Main Library

Number of current subscriptions 438

Call # range	*No. of titles (BIO)		Subject
AS		(25)	ACADEMIES, LEARNED SOCIETIES
BF1-1000		(75)	PSYCHOLOGY
F		(20)	HISTORY, AMERICA
G		(20)	GEOGRAPHY, MAPS
GB	1253	(20)	PHYSICAL GEOGRAPHY
GC	1865	(175)	OCEANOGRAPHY
GF	495	(30)	ANTHROPOGEOGRAPHY
GN1-299	2155	(55)	ANTHROPOLOGY
GN301-686		(160)	ETHNOLOGY, ETHNOGRAPHY
HC		(50)	ECONOMIC HISTORY
HD		(75)	AGRICULTURAL ECONOMICS
Q		(585)	SCIENCE (GENERAL)
QA		(30)	MATHEMATICS
QC		(65)	PHYSICS
QD		(220)	CHEMISTRY
QE 1-699		(20)	GEOLOGY
QE 701-999		(400)	PALEONTOLOGY
QH1-199	2268	(2170)	NATURAL HISTORY (GENERAL)
QH201-278	305	(260)	MICROSCOPY
QH301-705		(6940)	BIOLOGY (GENERAL)
QK1-474	1787	(2225)	BOTANY (GENERAL)
QK475-989	2624	(3445)	BOTANY (SPECIFIC FIELDS)

QL1-355	2439	(2800)	ZOOLOGY (GENERAL)
QL362-739		(5725)	INVERTEBRATE AND VERTEBRATE ZOOLOGY
QL750-995		(1100)	ETHOLOGY, ANATOMY, EMBRYOLOGY
QM	288	(210)	HUMAN ANATOMY
QP1-348	1651	(1475)	PHYSIOLOGY (GENERAL)
QP350-499	1570	(1445)	NERVOUS SYSTEM, SENSES
QP501-801	1765	(2330)	ANIMAL BIOCHEMISTRY
QP901-981		(100)	EXPERIMENTAL PHARMACOLOGY
QR	1345	(1510)	MICROBIOLOGY
R		(50)	MEDICINE
RA	2242	(190)	PUBLIC HEALTH, TOXICOLOGY
RB	241	(60)	PATHOLOGY
RC		(325)	INTERNAL MEDICINE
RG	449	(25)	GYNECOLOGY AND OBSTETRICS
RM	393	(100)	THERAPEUTICS, PHARMACOLOGY
RS	200	(40)	PHARMACY
S1-760	2159	(2010)	AGRICULTURE
S900-972	135	(25)	CONSERVATION
SB	1646	(1125)	PLANT CULTURE, HORTICULTURE
SD	718	(700)	FORESTRY
SF	583	(375)	ANIMAL CULTURE, VETERINARY MEDICINE
SH	1108	(965)	AQUACULTURE, FISHERIES
SK	408	(200)	HUNTING SPORTS
TD	2664	(160)	ENVIRONMENTAL TECHNOLOGY
TP	1770	(200)	CHEMICAL TECHNOLOGY
TX	662	(35)	DOMESTIC ARTS
Z		(60)	LIBRARY SCIENCE, BIBLIOGRAPHY

* From NOTIS. Includes all West campus libraries.
** Estimated from shelflist measurement.

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research of the Departments of Biochemistry and Cell Biology, Ecology and Evolution, Neurobiology and Behavior and programs in Cellular and Developmental Biology (BCD); Ecology and Evolution (BEE); Genetics (BGE); Molecular Biology and Biochemistry (BMO); Neurobiology and Behavior (BNB) through and beyond the doctoral level.

The collection contains materials which also support, to a lesser degree, students and research in the following programs: Anatomical Sciences (HBA), Anthropology (ANT), Molecular Microbiology (HBM), Pathology (HBP), Pharmacological Sciences (HBH), Physiology and Biophysics (HBY), Coastal Oceanography (MAR), Psychology (PSY) and Continuing Education (CED).

2. History and Strengths of Collection: Frank Erk was hired in 1958 as the first biologist at Stony Brook and soon assembled a faculty which took an active interest in selecting books and serials for the library. The main library housed this collection, except for the current serials, which were kept in an unsupervised room in the old Biology building.

In 1968 the Health Sciences Center Library was established. A new library was planned for the Health Sciences Center Tower on East Campus. The plan at this time was to merge the biology collection in the main library with the health sciences collection and to open a biology reading room in a new life sciences building to be completed in 1974. In 1972, in anticipation of this merger, the main library cancelled subscriptions to biology journals. The Life Sciences building opened in 1974 as planned, but the move into the adjacent library building was delayed until 1975, at which time plans to merge the two collections were dropped.

Doris Williams became the first Biology Librarian in 1974 and remained in this position until she retired in 1991. Doris, in consultation with members of the biology faculty, Ruth Cowan from History (who teaches History of Biology), Robert Lobou (psychology subject specialist) and Antonija Prelec from the Health Sciences Center, selected the biology collection from the Main Library and supervised the move to the Biology Library building.

As many as possible of the previously cancelled subscriptions were reinstated, but because the budget in 1975 was very meager, many which would have improved the collection were not included. Today, the collection contains many titles which stop in 1972 and others have gaps which have never been filled. Further serial subscription cuts in 1987 and 1992 are clearly seen by observation of the collection. The number of serial subscriptions was cut from a high of over 700 to approximately 440 in 1992 in the most severe subscription cut to date.

Bentley Glass, a noted biologist and former Vice-President of the university, generously donated his personal library to the Biology Library. This collection is particularly strong in genetics.

After Doris Williams retired in 1991, Rosalind Walcott was appointed to the position of Biology Librarian.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a. Level of Treatment: Standard statement. A collection of undergraduate biology textbooks, in various editions is one unique aspect of the collection.

b. Intellectual parameters: The Biology Library collects books on basic biology, while Health Sciences Center Library collects clinical topics. Basic biochemistry is covered by both, and also by Chemistry Library. Duplication of titles is discouraged. Marine biology is located in the Biology Library, while oceanography is located in MASIC. Biological oceanography used to be covered by Biology Library and physical and chemical oceanography by Earth and Space Sciences Library. Confusion exists about which library covers which topic in oceanography, particularly for older materials and materials which combine several aspects. Since 1995 Biology collects all materials in paleontology. Many older materials in paleontology remain in the Earth and Space Sciences Library.

2. Types of Materials: Standard statement.

3. Languages: Standard statement. A few Chinese and Japanese journals are purchased as well.

4. Chronological Guidelines:
a. Historical emphases or limitations: No limitations.
b. Current and retrospective collecting: Standard statement.

5. Geographical Guidelines:
a. Geographical emphases: Works are selected dealing with the following habitats, in descending order of importance; Long Island, New York State, North America, Central America and the rest of the world. Coastal marine and brackish water areas are more important than fresh water, but there are numerous exceptions. Local and northeastern Atlantic waters are emphasized.
b. Most publications are in the English Language. Publications come from all over the world.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels

SUBJECTS	COLLECTION LEVELS ES*	CL	DL	NOTES
AGRONOMY	2(2)	2	2	
ANATOMY AND HISTOLOGY	4(3)	2	2	HSC
BEHAVIORAL BIOLOGY	4(4)	4	4	MAIN
BIOCHEMISTRY	4(4)	4	4	HSC, CHEM
BIOLOGY, GENERAL	4(4)	4	4	
BIOPHYSICS	3(3)	3	3	HSC, M/P
BIOTECHNOLOGY	2(2)	2	2	HSC, ENG
BOTANY, GENERAL AND SYSTEMATIC	4(4)	4	4	
BOTANY, SPECIAL FIELDS				
CIRCADIAN RHYTHM & OTHER PERIODIC CYCLES	4(4)	4	4	

CONSERVATION	2(2)	3	3	MAIN
CYTOLOGY & CYTOCHEMISTRY	4(4)	4	4	HSC
DEVELOPMENTAL BIOLOGY	4(4)	4	4	
ELECTRON MICROSCOPY	3(2)	2	2	HSC, ENG
ENTOMOLOGY	3(3)	3	3	
EVOLUTION	4(4)	4	4	
AQUACULTURE & FISHERIES	3(3)	3	3	MASIC
FORESTRY	3(3)	4	4	
GENETICS & CYTOGENETICS	4(4)	4	4	HSC
HORTICULTURE	2(2)	2	2	
LIMNOLOGY	2(2)	2	2	ESS
MARINE BIOLOGY	4(4)	4	4	
MATHEMATICAL BIOLOGY	4(4)	4	4	M/P
MICROBIOLOGY	3(2)	2	2	HSC
NEUROBIOLOGY	4(3)	3	4	HSC
PALEONTOLOGY	4(3)	4	4	ESS
PHYSIOLOGY	4(3)	3	3	HSC
PHYTOPATHOLOGY	1(1)	1	1	
RADIATION BIOLOGY	4(3)	3	3	HSC, M/P
SOIL SCIENCE	1(1)	1	1	ESS
ZOOLOGY, GENERAL	4(4)	4	4	
INVERTEBRATE	4(4)	4	4	
CHORDATE	4(4)	4	4	

*Existing Strength (ES) of the collection: the first number refers to the entire collection in seven branch libraries, Main and Health Sciences. The number in parentheses refers to the Biology Library only.

COLLECTION DEVELOPMENT POLICY STATEMENT

CHEMISTRY

Janet Steins
March 1993

Person Responsible for Selection:

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: The majority of materials at SUNY Stony Brook in the field of Chemistry are located in the Chemistry branch library on the second floor of the Graduate Chemistry building. Chemistry materials are also located in the Melville Library, the Biology Library, the Engineering Library, the Earth and Space Sciences Library and the Math/Physics Library. The Health Sciences Library, administratively separate from the west campus library system, also owns some chemistry materials.

2. Estimate of holdings:
Number of current subscriptions: 295

Call # Range	Subject	No. of Titles
Q	General Science	150
QA	Mathematics	220
QB	Astronomy	15
QC	Physics	1,900
QD1-70	General topics	
QD 1	Chemical Societies	
QD 7	Nomenclature	
QD 11-18	History	
QD 21-22	Biography	
QD 40-65	Practical and experimental	
QD 71-142	Analytical Chemistry	
QD 151-199	Inorganic Chemistry	
QD 248-449	Organic Chemistry	
QD 453-651	Physical and Theoretical Chemistry	
QD 901-999	Crystallography	
QH	Natural history, Biology	300
QK	Botany	50
QL	Zoology	80
QP	Physiology (mostly Enzymology)	1500
QR	Microbiology	50
R	Medicine	300
S	Soil Science	80
T	Technology	800
Z	Bibliography	80

B. DESCRIPTIONS OF THE COLLECTION:

1. Purpose: To support teaching and research of the Chemistry Department. The Chemistry Department offers courses leading to the degrees of Masters of Arts in Teaching Chemistry, M.S. and Ph.D. Areas of current research include Synthetic Organic Chemistry, Organometalic Chemistry, Structural and Mechanistic Organic Chemistry, Biologycal Chemistry, Inorganic Chemistry, Magnetic Resonance, Macromolecules, Photo-Molecule Interactions, Soft X-Ray Spectroscopy, Surface Chemistry, Theoretical Chemistry, Reaction Dynamics, and Nuclear and Isotope Chemistry.

The Chemistry collection also supports students and researchers in the departments of Pharmacology, Materials Science, Earth & Space Sciences, Biochemistry, Molecular Biology, Physics, History and Marine & Atmospheric Sciences. Off-campus users are from Brookhaven National Laboratory and Long Island research and industry.

Undergraduate use of the collection is fairly limited. Infrared and other spectral collections are used by organic laboratory students to help them identify the unknown compounds they are working with. Environmental chemistry students write research papers, as do students taking courses in other fields, which often require use of Chemical Abstracts and journals in the chemistry collection.

2. History and Special Strengths: The Chemistry Library came into existence in 1965 and operated out of two small rooms in the Old Chemistry building (one of Stony Brook's original academic buildings): one room with three reading tables, Chemical Abstracts and the book collection, and the second room with current and bound journals. It was run by Esther Linkletter, a library clerk.

A move to a new, 11,373 square foot, library on the second floor of the new Graduate Chemistry building (today known simply as Chemistry) took place in 1974. Additional shelving was added to the library in 1979, and it is anticipated that there was room for five years growth as of 1991.

Mrs. Linkletter retired in 1984; Janet Steins Served as Chemistry Librarian from 1984 to 1994.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a) Level of Treatment: Standard statement. The emphasis is on scholarly treatment rather than popularization. A definite effort is made to supplement the research collection with current textbooks for both undergraduates (general, organic, inorganic, and physical chemistry) and graduate students. In

addition, materials supporting the training of chemistry teachers are purchased selectively (for instance, compilations of experiments for students, and chemistry pedagogy).

b) Intellectual parameters: The collection supports the teaching and research of the Chemistry Department as described in Purpose above.

2. Types of materials: Standard statement.

3. Languages: English is the dominant language of the chemistry collection and virtually all current monographs will be in English. However, since high quality chemistry may be carried out in any country, the primary journal literature in chemistry appears in many languages (and only some of it is available in translation, primarily Russian materials). The Chemistry Library subscribes to journals from Poland, Japan, China, Germany, France and Mexico in the native languages. Other journals,mainly from western European countries, accept manuscripts in several languages. Yet others, from South Africa, India and Denmark, contain English articles almost exlusively.

4. Chronological Guidelines:

a) Historical emphasis or limitations: No limitations, but current materials are emphasized.

b) Current and retrospective collecting: Standard statement. Current materials are emphasized but retrospective works are acquired on a selective basis. New and revised editions of important works are purchased when new explanatory or primary materials is introduced.

5. Geographic Guidelines:

a) There is no geographic emphasis or limitation on subject content in chemistry.

b) Origins of publications: see Languages, above.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels

LC Class	Subject	Collecting Levels ES	CL	DL
QD 1-70	General Topics			
QD 1	Chemical Societies			
QD 7	Nomenclature			
QD 11-18	History			
QD 21-22	Biography			
QD 40-65	Practical and experimental			
QD 71-142	Analytical Chemistry			
QD 151-199	Inorganic Chemistry			
QD 248-449	Organic Chemistry			
QD 453-651	Physical and Theoretical Chemistry			
QD 901-999	Crystallography			

COLLECTION DEVELOPMENT POLICY STATEMENT

CLASSICS

Catherine V. von Schon
October, 1995

Person responsible for selection: Catherine V. von Schon

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: Most of the material is in the Main Library stacks. The Reference Department has some dictionaries, bibliographies, and other reference materials. The Current Periodicals Room houses current issues of journals, and the Microforms area may have back issues of journals on microfilm, as well as microfilm copies of dissertations.

2. Estimate of Holdings: 11,525

Call # range		No. of Titles	Subject
PA	25-199	450	Classics (general)
	227-1179	225	Greek philology and Language
	2001-2915	475	Latin philology and Language
	3001-3049	200	Classical literature (general)
	3050-5665	3,125	Greek literature
	6001-8595	2,750	Latin literature
BL	300-325	300	Mythology
CC		675	Archaeology
D	51-95	325	Ancient History
DE	1-100	250	Greco-Roman World
DF	10-951	1,675	History of Ancient Greece
DG	11-365	1,075	History of Ancient Italy

Number of current subscriptions: 30

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support an undergraduate program in the Latin and Greek languages, classical literature in translation, classical mythology, classical archaeology, and the like.

2. History and special strengths of collection: Some years ago, a systematic effort was made to purchase all of the standard scholarly editions of classical authors, so that in terms of primary materials the collection is a solid one. The very small budget is now devoted largely to new critical works.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of subject:
a) Level of treatment: Standard statement.
b) Intellectual parameters: Standard editions of standard authors, critical works by scholarly authors.

2. Types of materials: The emphasis of the collection is on standard published editions of standard authors. The budget does not permit buying manuscripts or obscure authors. Materials are for the most part in hard cover. Dissertations are bought very selectively indeed.

3. Languages: Texts are naturally in Latin or Greek. English is preferred for secondary materials, though some works may be in other western European languages.

4. Chronological guidelines: Materials of any age may be bought, as long as scholarly criteria are observed.

5. Geographical guidelines; Materials are largely published in this country or Great Britain, Germany and other western European countries.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels (1=general, 2=undergraduate, 3=graduate, 4=research, 5=exhaustive) ES=existing strength, CL=current collecting level, DL=desired level

LC Class	Subject	Collecting Levels ES	CL	DL
PA	Greek philology & language	2	2	2
	Latin philology & language	2	2	3
	Greek literature	2	2	2
	Latin literature	2	2	3
BL 300-325	Mythology	2	2	2
CC	Archaeology	2	2	2
D 51-95	Ancient History	2	2	2
DE 1-100	Greco-Roman World	2	2	2
DF 10-951	History of Ancient Greece	2	2	2
DG 11-365	History of Ancient Italy	2	2	2

COLLECTION DEVELOPMENT POLICY STATEMENT

COMPARATIVE LITERATURE

Helene Volat
December 1995

Person Responsible for Selection: Helene Volat

A. LOCATION AND SIZE OF COLLECTION

1. Location of Materials: Most of the materials are in the main stacks of the Melville Library. Rare and valuable materials are in Special Collections.

2. Estimate of holdings: The total number of titles in the PN class is 44600. The total number of volumes in this class, using the formula 1 title = 1.5 is 66,900.

Number of current subscriptions 89

Call # range	Number of titles	Subject
PN 1-6790	66900	Literary History and Collections

B. DESCRIPTION OF COLLECTION:

1. Purpose: The primary purpose of the collection is to support teaching and research of Comparative Literature at the M.A and Ph.D levels. The collection contains materials that also support students and research in other programs in the humanities,arts, and social sciences. For instance, the English Department currently offers graduate studies in comparative literature leading to the M.A. and Ph.D. in English.

2. History and Special Strengths of the Program: The Department of Comparative Studies is one of the strongest in the Humanities. It ranks 25 on the NRC. Because the faculty and students in Comparative Literature work closely with members of other departments in the humanities, arts, and social sciences, interdisciplinary activity beyond linguistic and cultural boundaries is crucial to the program.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a. Level of treatment: standard statement.

b. Intellectual parameters. The collection supports the teaching and research of the Comparative Studies and English Departments as well as other programs in the humanities, arts and

social sciences as described in Purpose above. The bibliographer for Comparative Studies consults with the other bibliographers in Reference, Art, English, Women's Studies, Linguistics, Spanish, German, History to make sure that cross-disciplinary coverage is adequate.

2. Types of Materials: Standard statement. Primarily alltranslations of literary texts from foreign languages into English. Monographs, periodicals, serials, conference proceedings, etc. Theses and dissertations, including those produced by commercial publishers, are bought very selectively. Language dictionaries and bibliographies pertaining to foreign languages are acquired by or in agreement with the Reference Department.

Materials excluded: Textbooks. Translations from one foreign language into another except when the original work is not available in English and/or the author is sufficiently well-known to warrant such purchase.

3. Languages: Standard statement. English and all foreign languages.

4. Chronological Guidelines
a. Historical emphases or limitations: no limitations.
b. Current and retrospective collecting: on a very limited basis.

5. Geographical Guidelines:
a. Geographical emphasis or limitation: no limitations

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

LC CLASS	SUBJECT	COLLECTING LEVELS E.S.	C.L.	D.L.
PN 1-6790	Literary History and Collections	3	4	4

COLLECTION DEVELOPMENT POLICY STATEMENT

COMPUTER SCIENCE

Donna M. Albertus
February 1996

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: Most of the material is in the Computer Science Library. The Engineering Library contains some computer science material as does the Math/Physics Library and the Main Library.

2. Estimate of Holdings (as of June, 1995):

Computer Science Library 10,520 titles 3290 volumes

Call # range	No. of Titles	Subject
Q	613	Science, Artificial Intelligence, Cybernetics, Information Theory, etc.
QA	5,268	Mathematics, Logic, Computer Science, Electronic Data Processing
QP	53	Neuroscience and Computing
T	564	Applied Mathematics, Quantitative Methods, Systems Analysis, Simulation Theory, Computer Graphics
TA	548	Optical Data Scanning, Image Processing, Pattern Recognition
TK	2,230	Electronics, Computer Engineering, VLSI
Misc.	1,244	Interdisciplinary materials (see NOTE below)
TOTAL:	10,520	

*NOTE: The Computer Science Library also collects interdisciplinary materials in computer science education (LC Class LB1028), language instruction (LC Classes P118 and PE 1404), and technology and training use of computers (LC Classes HC110.T4, HD 30, and HF5549.5.T7).

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research of the Department of Computer Science (CSE) and other departments within the College of Engineering engaged in research in the field of Computer Science through and beyond the doctoral level.

Specifically, the collection of the Computer Science Library will support the research interests of the faculty, the graduate degree programs, and the undergraduate major. The primary areas of departmental research interests include among others: operating systems, computer networks, databases, VLSI, artificial intelligence, natural language understanding, computer graphics, software engineering, algorithms, theory of computation, programming languages, computer architecture, pattern recognitions and visualization. The Ph.D. program focuses on a broad range of theoretical and practical subject areas and develops the ability to recognize and pursue significant research in computer science. The professional M.S. degree program concentrates on applied computer science, emphasizing software development, computer systems and applications. The undergraduate major in computer science is designed to combine a liberal arts program with a pre-professional education emphasizing the concepts and skills needed for designing, programming and applying computer systems, while learning the theoretical foundation of computer science.

The collection contains materials which also support, to a lesser degree, students and research in the following programs: Electrical Engineering (ESE), Technology and Society (EST), and the School of Continuing Education (CED).

2. History and Special Strengths of the Collection: Representatives from the Computer Science department approached the library administration about the urgent need for improved facilities and collections to support the rapidly expanding and developing graduate and undergraduate programs in Computer Science. The ability to address this need in the existing Engineering Library was very limited because of the lack of additional space and the unavailability of specialized staff. The department suggested that the only practical way to address the problem was to create a temporary Engineering Library Annex for Computer Science. These matters were discussed and confirmed with the Provost's Office and the Office of the Dean of the College of Engineering. Planning for the new facility, located in the Lab Office Building (currently known as the Computer Science Building), was begun about September 1, 1986.

Donna Albertus was hired in the summer of 1987, becoming the first Computer Science Librarian to manage this new facility. Plans were then made to negotiate for and transfer all computer science materials from the Engineering Library to the new annex, known as the Computer Science Library. Most of the computer science collection within the Engineering Library, consisting of primarily books and journals, was moved to the new library in August of 1987. Immediately thereafter, the library was open to public use on September 1, 1987.

A special collection development fund was used to purchase new acquisitions, thereby beginning the process of strengthening the

Computer Science collection. Many of the titles selected at this time were chosen through consultation with the Computer Science Library Committee. The selection of journal titles involved discussions among the entire Computer Science faculty as well as decision by faculty vote, majority rule.

C. GENERAL COLLECTION GUIDELINES.

1. Treatment of Subject:

a) Level of treatment: Standard statement. (A collection of reports published by the Computer Science department of major national and international universities and laboratories is one unique aspect of the collection.)

b) Intellectual Parameters: The Computer Science Library collects books on all aspects of the Computer Science field, including some mathematical aspects and some aspects of hardware design. Both the Engineering and the Computer Science Libraries collect materials in the areas of VLSI systems, computer graphics, pattern recognition and image processing.

2. Types of Materials: Standard statement.

3. Languages: Standard statement.

4. Chronological Guidelines:

a) Historical emphases or limitation: No limitations.

b) Current and retrospective collecting: Standard statement.

5. Geographical Guidelines:

a) Most publications are printed in English, but may be published throughout the world.

D. Detailed List of Subject Descriptors for Collection With Collecting Levels.

Subjects	Collection Levels		
	ES	CL	DL
Q	3	4	5
QA	3	4	5
QP	2	2	3
T	3	4	5
TA	3	4	5
TK	3	4	4
Misc.	2	2	3

COLLECTION DEVELOPMENT POLICY STATEMENT

EARTH AND SPACE SCIENCES

Rosalind Walcott
January 1993

Person responsible for selection: Jai Yun

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most materials are in the Earth and Space Sciences Library; Biology, Mathematics/Physics, Chemistry, Engineering and Special Collections (in decreasing order) also contain some materials.

2. Estimate of Holdings:

Library system
Earth and Space Sciences Library 30,000 titles 63,000 volumes
Number of current subscriptions 308

Call # range	No. of titles (ESS)		Subject
AS	2401	(20)	Societies, academies
F		(30)	History
G 1-922	1834	(40)	Geography (general)
G 1001-3122	1134	(325)	Atlases
G 3160-9980		(1300)	Maps
GA 100-1999	263	(20)	Cartography
GB	1083	(120)	Physical geography
GC	1274	(1225)	Oceanography
HD 9506		(75)	Mineral industry
Q		(1100)	General science
QA		(75)	Mathematics
QB 1-350	1612	(1450)	Astronomy (general)
QB 351-999	2307	(2400)	Astronomy (theoretical)
QC 1-75	1720	(100)	Physics (general)
QC 170-220		(100)	Const. Prop. Matter
QC 350-496		(150)	Light, Optics..
QC 501-798		(125)	Magnetism..
QC 801-850		(325)	Geophysics
QC 851-999		(750)	Meteorology
QE 1	1722	(4000)	Periodicals and serials
QE 11-26	140	(225)	Geology (history)
QE 28-64	398	(450)	Geology (general)
QE 65-350		(4100)	Regional Geology
QE 351-399		(500)	Mineralogy
QE 400-500		(850)	Petrology
QE 515-516		(150)	Geochemistry
QE 521-529		(75)	Volcanoes
QE 531-545		(200)	Seismology
QE 571-597		(100)	Sedimentation

QE 599-625		(175)	Structural Geology
QE 640-700		(600)	Stratigraphy
QE 701-760		(500)	Paleontology (general)
QE 761-899		(250)	Paleozoology
QE 901-999		(100)	Paleobotany, Palynology
QH 1-199		(250)	Natural History
QH 210-278		(20)	Microscopy
QH 301-999		(300)	Biology
QK 1-999	4141	(30)	Botany
QL 1-999		(150)	Zoology
S 1-999		(100)	Soil Science
TA 1-999	3853	(150)	Civil Engineering
TC 1-999	704	(150)	Hydraulic Engineering
TD 1-999	2277	(250)	Water Pollution
TL 1-999	1612	(200)	Astronautics
TN 1-999	1829	(750)	Mining Engineering
Z 1-999		(100)	Bibliography

B. Description of Collection

1. Purpose: To support the teaching and research of the Department of Earth and Space Sciences, and programs in geology, (GEO), and astronomy/planetary sciences, (AST) through and beyond the doctoral level.

2. History and Special Strengths of Collection: The Earth and Space Sciences building was completed in 1968 and included space designated by the Earth and Space Sciences faculty as library space. Reacting to a fait accompli, the Library created the Earth and Space Sciences collection from collections in the Physics Library and Main Library. During the first five years the ESS Library was staffed mostly by devoted clerical staff, although Robert Sperling was Earth and Space Sciences Librarian for a short period in the early 1970s. Rosalind Walcott was appointed as Earth and Space Sciences Librarian in 1974 and worked to build a collection strong in astronomy, astrophysics, geophysics, geochemistry, geology and physicl and chemical oceanography to reflect the research interests of the faculty. With the advent of the new Marine and Atmospheric Sciences Information Center in 1993, intensive collecting in physical and chemical oceanography and meteorology and climatology for Earth and Space Sciences ceased.

C. General Collection Guidelines

1. Treatment of Subject:

a. Level of treatment: Standard statement.

b. Intellectual Parameters: The Earth and Space Sciences Library used to collect titles in physical and chemical aspects of oceanography, while Biology Library collected titles in biological oceanography. The location of many titles which combine both aspects of oceanography was decided by consultation between the librarians of the two branch libraries. Earth and Space Sciences

Library collects geologic, tectonic, geophysical and astronomical maps, atlases and charts. All topographic maps are located in the Map Library.

2. Types of Materials: Standard statement.

3. Languages: Standard statement.

4. Chronological guidelines:
a. Historical emphases or limitations: No limitations.
b. Current and retrospective collecting: Standard statement.

5. Geographical Guidelines:
a. Geographic emphases: Worldwide coverage, with North America most important.
b. Most publications are printed in English. Publications are received from all over the world.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

SUBJECTS	COLLECTION LEVELS ES	CL	DL	NOTES
ASTRONOMY	4	4	4	M/P
BIOLOGY	1	1	1	BIO
CRYSTALLOGRAPHY (MINERAL)	3	3	3	CHEM
ELECTRON MICROSCOPY	2	2	2	HSC,ENG,BIO
EVOLUTION	2	2	2	BIO
GEOCHEMISTRY	4	4	4	CHEM
GEOLOGY	4	4	4	
GEOMORPHOLOGY	2	2	3	
GEOPHYSICS	4	4	4	M/P
HYDROLOGY	2	3	4	
LIMNOLOGY	2	2	2	BIO
METEOROLOGY	2	1	1	MASIC
MINING SCIENCE	2	2	2	ENG
OCEANOGRAPHY (PHYSICAL AND CHEMICAL)	3	1	1	MASIC
PALEONTOLOGY	4	3	3	BIO
ROCK MECHANICS	2	3	4	ENG
SOIL SCIENCE	1	1	1	BIO

COLLECTION DEVELOPMENT POLICY STATEMENT

ECONOMICS

Jai Yun
September 1995

Persons Responsible for Selection: Mr. Jai Yun

A Location and Size:

1. Location of materials: The stacks of the Main Lirary are the central respository for materials in economics. The Math/Physics Library contains materials in Mathematical Statistics and Numerical Analysis. The Reference Department keeps economics materials for statistical reference use. The Document Section and the Microform room of the Reference Department are the major repositories of economics materials generated by U.S. federal, state and local governments, the United Nations and its specialized agencies and regional economic organizations and economics research organizations (see the Collection Development Policy Statements of the Documents Section and the Microform Room).

2. Estimate of Holdings: No estimate of holdings in economics is possible because of materials in various formats and their organization. In particular, the bulk of the holdings of the Documents Section and the Microform Room has not been catalogued and therefore, no actual number of titles has been computed. The following estimate has been made based on the actual measurement of the Library's Shelf List and the Shelf List contains only the titles catalogued. It should be noted that the estimate is in the number of titles, not the number of volumes. Often one title holds several hundred volumes, for example, periodicals and serials. Currently 437 periodicals/serials are subscribed to for the core subject areas of economics.

Call No. Range	No. of Titles (as of 5/1/87)	Subject
HA	2,325	Statistics
HB	10,000	Economic theory
HB 3700-3840	450	Business cycles
HC	16.725	Economic history
HD 1-2210	8,500	Agricultural economics
HD 2321-4730	2,900	Industry
HD 4801-8942	12.450	Labor
HD 9000-9999	6,975	Trade
HE 381-5720	1,600	Transportation (water,
9761-9900	125	rail, automotive, air)
HF 294-343	25	Trade and tariff
1701-2701	425	
HF 5001-6191	3,450	Business administration

		Advertising
HG 201-9970	6,100	Non-public finance
HJ 2005-9995	2,075	Public finance
S 560-575	25	Farm management and economics
QA 276-280*	1,250	Mathematical statistics
QA 297-433*	7,000	Numerical analysis
TOTAL	82,400	

Number of current subscriptions: 270

*QA's are located in the Math/Physics Library

B. Description of Collection

1. Purpose: As one of the major academic departments of the University, the Economics Department offers B.A., M.A., and Ph.D. degrees in all phases of economics science. The current emphasis of academic/research programs in the areas of econometrics and mathematical statistics is an important guide in terms of selection of library materials in economics. However, a systematic collection of economics materials in other areas of economics has been continuously maintained since the materials in economics are widely ranged and interrelated in terms of coverage of economic activities of individual, corporate and various political organizations. Monographs, periodicals, serials, government publications of all levels and in all formats are widely collected to support the department's various academic and research programs.

2. History and Special Strength of Collection: From the early days of the University, a steady and consistent effort by both teaching faculty members of the Economics department and librarian selectors has paved the way to reach the present level of collection. The collection is relatively strong in economic history and economic theory; for the last 20 years, econometrics and mathematical statistics have been added to the strength of the collection. It should be noted that there have been several teaching faculty members of the Economics department active in collection development, notably Professors Edward Ames, Charles Staley and Thomas Muench (all retired). Now it would be safe to state that the collection has an overall strength in all phases of economics.

C. General Collection Guidelines

1. Treatment of subject: General Standard Statement of the library applies. Text books are not collected unless they are specifically requested by a teaching faculty member for his/her academic and research programs. Scholarly treatment of any subject areas of economics are vigorously collected, particularly those from university presses (the United States, the UK, Canada, Japan, Korea, Taiwan), trade publishers (domestic and abroad) and economic research organizations (domestic and abroad).

2. Types of Materials: General Standard Statement of the library applies.

3. Languages: General Standard Statement of the library applies.

4. Chronological Guideline:
a) Historical emphasis or limitation: No limitations.
b) Current and retrospective collecting: General Standard Statement of the library applies.

5. Geographical Guidelines:
a) Geographical emphasis: Emphasis on North America, Western Europe, Northeast Asia, Latin America, Middle East, Eastern Europe and the USSR, Africa, and Southeast Asia in order of importance. No limitation of subject content.
b) Publications in English, German, French and Spanish in order of preference.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels

Subjects	Collecting Levels*		
	ES	CL	DL
Statistics	4	4	5
Economic theory	4	4	5
Business cycles	4	4	5
Economic history	4	4	4
Agricultural economics	4	4	5
Industry	4	4	5
Labor	4	4	5
Trade	4	4	5
Transportation economics	4	4	5
Trade and tariff	4	4	5
Business administration	3	3	3
Non-public finance	4	4	5
Public finance	4	4	5
Farm management	3	3	4
Mathematical statistics**	4	4	5

*Mainly signifies levels of collecting current titles (last 20 years).
**Located in the Math/Physics library.

COLLECTION DEVELOPMENT POLICY STATEMENT

ENGINEERING

March 1993

Person Responsible for Selection: Godlind Johnson

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: Primary materials are housed in the Engineering Library. However, faculty and students also rely heavily on materials in most of the other Branch Libraries, especially Computer Science, Math/Physics and Chemistry, as well as the Main Library for Reference Materials, Government Documents, Microforms.

2. Estimate of Holdings:

Monographs: 33,000

Bound Journals: 29,500

Subscriptions: 385

Shelflist Count:

Call# Range	# of Titles	Subject
A	3	GENERAL
B	28	PSYCHOLOGY - LOGIC
C-F	8	HISTORY
G-GC	68	OCEANOGRAPHY, HYDROLOGY
H-HC	30	ECONOMICS
HD 1-9697	100	MANAGEMENT
HD 9698-9999	400	ATOMIC ENERGY MANAGEMENT
HE-HV	100	BUSINESS
J-K	20	POLITICAL SCIENCE, LAW
L,N-P	42	EDUCATION, ART, LITERATURE
Q 1-299	250	GENERAL SCIENCE
Q 300-380	10	CYBERNETICS, INFORMATION THEORY
QA 1-74	800	GENERAL MATHEMATICS
QA 75-76.95	16	COMPUTER SCIENCE
QA 101-939	2400	MATHEMATICS
QB	200	ASTRONOMY
QC 1-197	900	PHYSICS
QC 220-246	33	ACOUSTICS
QC 251-338.5	150	THERMODYNAMICS
QC 350-467	550	OPTICS

QC 474-798	950	ELECTRICITY, MAGNETISM, NUCLEAR
QC 801-999	175	GEOPHYSICS
QD 1-441	250	CHEMISTRY
QD 450-999	750	PHYSICAL & THEORETICAL CHEMISTRY
QE	35	GEOLOGY
QH-QR	450	BIOLOGY
R	375	MEDICINE
S	7	AGRICULTURE
T 1-49.5	400	TECHNOLOGY
T 57.6-58	425	OPERATIONS MANAGEMENT
T 59-999	550	TECHNOLOGY MANAGEMENT
TA 1-177.4	900	SYSTEMS ENGINEERING
TA 177.5-350	259	NUMERICAL METHODS
TA 351-355	95	VIBRATION
TA 357-399	160	FLUID DYNAMICS/MECHANICS
TA 401-492	1220	MATERIALS SCIENCE & ENGINEERING
TA 493-636	90	INSTRUMENTATION
TA 640-699	300	STRUCTURAL ANALYSIS
TA 703-1499	149	STRUCTURAL ENGIN., TRANSPORTATION
TA 1501-1629	1276	APPLIED OPTICS, PHOTONICS
TA 2000-2040	13	PLASMA ENGINEERING
TC	525	HYDRAULIC, OCEAN ENGINEERING
TD	1750	ENVIRONMENTAL ENGINEERING
TE-TG	300	TRANSPORTATION ENGINEERING
TH1-7999	425	BUILDING CONSTRUCTION
TH 8000-9999	37	FIRE RESEARCH
TJ 1-152	160	MECHANICAL ENGINEERING, GENERAL
TJ 153-165	175	ENERGY TECHNOLOGY
TJ 167-209	85	MECHANISM DESIGN
TJ 210-211	100	ROBOTICS
TJ 212-225	300	CONTROL ENGINEERING
TJ 230-740	300	MACHINERY MANUFACTURING
TJ 755-1496	500	THERMODYNAMICS, MACHINERY
TK 1-2990	1050	ELECTRI. POWER GENERATION & STORAGE
TK 3001-3521	200	ELECTRIC POWER CIRCUITS
TK 4001-4999	36	ELECTRICAL MACHINERY
TK 5101-6720	1050	TELECOMMUN., SIGNAL PROCESS., RADAR
TK 7800-7860	300	ELECTRONIC COMPONENTS
TK 7862-7882	1550	ELECTRONIC CIRCUITS, DEVICES
TK 7885-7895	100	COMPUTER ENGINEERING
TK 8300-8400	31	IMAGE PROCESSING
TK 9001-9971	602	NUCLEAR ENGINEERING
TL 1-456	398	AUTOMOTIVE ENGINEERING
TL 500-785.8	1052	AEROSPACE ENGINEERING
TL 787-4050	450	ASTRONAUTICS

TN	1400	MINING ENGIN. & METALLURGY
TP 1-456	1650	CHEMICAL ENGINEERING
TP 1080-1185	150	POLYMERS & POLYMER MANUFACTURE
TR	200	PHOTOGRAPHY
TS 1-198.8	334	DATA PROCESSING IN MANUFACTURING
TS 200-770	500	MATERIALS PROCESSING
TS 800-2301	258	MANUFACTURES
TT-TX	12	CRAFTS, DOMESTIC ARTS
U-V	150	MILITARY & NAVAL SCIENCE
Z	225	BIBLIOGRAPHY

B. DESCRIPTION OF COLLECTION

1. Purpose: To support teaching and research primarily of the Departments of Electrical Engineering, Materials Science, Mechanical Engineering, and Technology and Society (which includes the Waste Management Institute) through and beyond the doctoral level. To some degree the Engineering Library also serves the Department of Computer Science which has its own Library and the Department of Applied Mathematics which uses the Math/Physics Library, as well some as programs in the Harriman School.

Another mission of this library is to become a resource for the engineering community at large, e.g. support Incubator companies.

2. History: The Engineering Library opened for service in October of 1964, one month after the College of Engineering began offering classes in applied analysis, mechanical and electrical engineering and materials science. Five years later computer science was added to the curriculum of the Electrical Engineering Department. About that time , the Applied Analysis group moved to the MAth Tower in order to join the MAthematics Department in forming the short-lived Mathematics Division. The Applied Mathematics Department retained its educational and administrative link with the College of Engineering.

A separate Mathematics Library became the major collection of mathematics material on campus, while the Engineering Library continued buying mathematics titles, but to a much lesser degree. Within a few years, the Applied Mathematics Department separated itself from the Mathematics Division and changed its name to the Department of Mathematics and Statistics. The Mathematics Library combined with the Physics Library in 1974 and continued to be the primary collector of mathematics books and journals. However, duplication of materials was extensive between the Engineering Library and the Mathematics/Physics Library, including duplication of journal subscriptions.

Meanwhile, the Department of Technology and Society was added to the College of Engineering with a mandate to enhance technological literacy among non-engineering undergraduates on campus and among secondary school teachers on Long Island. This department's educational programs initially had no appreciable impact on the buying policies of the Engineering Library since

there was no specific literature in this field to any extent aside from a few technology journals and books.

In the summer of 1987 a separate Computer Science Library was created in the Lab Office Building. The following LC classification numbers were determined to deal with Computer Science:

LB1028 Computers in Education
PE1074 Natural Language Processing
Q219-Q370 System Theory and Cybernetics
QA9-QA10 Mathematical Logic
QA75-QA76 Computer Science
QA155-QA166 Algebra, Combinatorics and Graph Theory
QA248 Arithmetic, Set Theory
QA267-268 Machine Theory, Coding Theory
QA297 Numerical Analysis
R857-R859 Bioinstrumentation
R78.7 Medical Imaging
RC683.5Electrocardiography
T385 Computer Graphics
TA343 Computer Simulation
TA345 Artificial Intelligence, Numerical Methods for Engineers
TA 1630-TA1650 Optical Data Processing
TK5105 Data Transmission Systems, Computer Networks
TK7874 Microelectronics, Integrated Circuits
TK7882-TK7888 Pattern Recognition, Computer Manuf., Output Devices
TK7895 Special Computer Components and Auxiliary Devices
TK8315 Imaging Systems

All books in these call numbers were transferred to the new Computer Science Library, as well as about 112 journals with backfiles. The transferred journals were a source of conflict between the Departments of Electrical Engineering and Computer Science, a conflict which has not been quite resolved to-date. Over the years several of the journals were restored to the Engineering Library. At this time the titles in question number no more than ten. The separation of materials by call number is naturally fraught with problems, because each of these call numbers may contain titles that could be claimed by either department. Some fine tuning regarding these subjects has to be done in the near future. Duplicates are only being purchased when it appears that a book is used so much in both libraries

that it would warrant the purchase of a second copy even if there were only one library.

In the summer of 1992 all the atmospheric scientists on the Mechanical Engineering faculty moved to the Marine and Atmospheric Sciences Center on South Campus, where an Information Center for these disciplines was also created. At this time it is unclear where books will be collected and whether holdings will be moved.

In the same year of 1987 a major journal cancellation project became necessary. The Engineering Library seems to have cancelled more than its share of titles. However, fortunately they were all duplicates of titles held by other campus libraries, primarily the Math/Physics Library. Most of the backfiles of these cancelled journals were removed from the Engineering Library during the next few years because of an intolerable space crunch. Until 1990 there were some funds available each year to order new journal subscriptions; after that new subscriptions were only possible for 60% of the cost of cancelled titles. The Engineering Library was able to add 10-15 new subscriptions since 1988.

Shelf space continues to be a major concern. In the course of 1992 approximately 4000 journal volumes were moved to a storage area in the Main Library. This will allow perhaps for a three year growth. Earlier, all multiple copies of monographs were removed if no copy had received any use in the last 10 years. A systematic weeding project is now in progress. The librarian makes decisions to discard, transfer to the Main Library Stacks, or to the Main Library Storage area, based on observed use, whether new materials are available, subject area, etc.

C. GENERAL COLLECITON GUIDELINES:

1. Treatment of Subject:

a) Level of Treatment: Standard statement. Cater to undergraduates perhaps more than other Science Libraries, by buying textbooks and acquiring basic, practical literature in addition to research level books.

b) Intellectual Parameters: The Engineering Library collects materials primarily in electrical and mechanical engineering and materials science. Duplication is very much discouraged, therefore any materials on the scientific underpinnigs of engineering, e.g. chemistry, mathematics and physics are collected in the respective appropriate libraries.

For the same reason, and although there are many overlapping interests among Electrical Engineering and Computer Science

faculty there is an attempt to clearly define the intellectual parameters of the two collections. Basically Computer Science is responsible for everything computer-related, except hardware. Computer Science collects Computer Architecture, Computer Graphics, Machine Vision, Neural Networks, Pattern Recognition. Confusion as to the proper location exists in the areas of Biomedical Engineering, Computer Assisted Manufacturing, Digital processing, Robotics.

The materials required by the Department of Technology and Society cover many subjects and are largely found in the Main Library. The Engineering Library collects materials in Industrial Management, and Quality Engineering. It is unclear what role the new Marine and Atmospheric Science Information Center will play in the areas of Environmental Engineering and Waste Management.

There has not been a Civil Engineering program here, but in its role as regional resource center the Engineering Library collects a core selection of civil engineering materials (journals and practical handbooks).

2. Types of Materials: Standard Statement.

3. Languages: Standard Statement. There are a few German, French, Russian and Italian journals on subscription, some of which have recently been cancelled. The others will be candidates for cancellation this year.

4. Chronological Guidelines:

a) Historical emphases or limitations: No limitations, but current materials are emphasized.

b) Current and retrospective collecting: Standard Statement. Generally current collecting is emphasized, except for the replacement of lost books which are on demand. There have not been sufficient funds for a long time to buy backfiles of journals, and we rely on access rather than ownership for older materials.

5. Geographical Guidelines:

a) Geographical emphases: Engineering research is carried on mostly in the industrialized nations of the world, while its applications are unlimited as an applied science. American treatment of subjects is preferred to British when the choice exists, because of differences in terminology and especially measurements, etc.

b) Origin of publications: primarily United States, Canada, Western Europe and Japan.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

SUBJECTS	COLLECTION LEVELS			
	ES	CL	DL	NOTES
ACOUSTICS	2(2)	2	3	M/P
AEROSPACE ENGINEERING	2(2)	2	3	ESS
ARMS CONTROL	3(1)	3	4	MAIN
ARTIFICIAL INTELLIGENCE	4(1)	4	4	CS,MAIN,M/P
BIOMEDICAL ENGINEERING	3(2)	3	4	BIO,CS, HSC,MAIN
CIRCUIT DESIGN	3(3)	3	4	CS,M/P
CIVIL ENGINEERING	2(2)	2	2	
COMMUNICATION THEORY	3(3)	3	4	CS, MAIN
COMPUTATIONAL METHODS	3(3)	3	4	M/P
COMPUTER ARCHITECTURE	4(1)	4	5	CS
COMPUTER GRAPHICS	4(1)	4	5	CS
CONTROL THEORY	3(3)	3	4	CS
CORROSION SCIENCE	3(3)	3	5	CHEM
CRYSTAL DEFECTS	3(3)	3	4	CHEM,ESS, M/P
DECISION SUPPORT SYSTEMS	3(2)	3	3	MAIN
DIFFRACTION TECHNIQUES	3(2)	3	4	M/P
EDUCATIONAL COMPUTING	3(1)	3	4	CS, MAIN
ELECTRICAL POWER DISTR.	3(3)	3	3	
ELECTRON MICROSCOPY	4(3)	3	4	BIO, HSC
ELECTROMAGNETICS	4(3)	3	4	M/P
ENERGY CONVERSION	3(2)	3	3	M/P
ENGINEERING CHEMISTRY	3(2)	3	3	CHEM
ENGIN. MANAGEMENT & ECONOMICS	3(2)	3	3	MAIN, M/P
ENVIRONMENTAL MANAGEMENT	3(2)	3	4	MAIN
FIBER OPTICS	3(3)	3	4	CHEM, M/P
FIRE RESEARCH	2(2)	2	3	CHEM
FLUID DYNAMICS & MECHANICS	4(3)	3	4	M/P
FRACTURE MECHANICS	4(3)	3	4	M/P
HEAT & MASS TRANSFER	4(3)	3	4	CHEM, M/P
IMAGE & SIGNAL PROCESSING	4(3)	4	4	CS, M/P
INFORMATION THEORY & MANAGEM.	3(3)	3	4	CS,MAIN,M/P
INSTRUMENTATION	3(3)	3	4	CS,MAIN,M/P
INTEGRATED OPTICS	3(3)	3	4	M/P
INTELLIGENT MANUFACTURING	3(3)	3	3	CS
MACHINE VISION	4(3)	3	4	CS
MATERIALS CHARACTERIZATION	3(3)	3	4	ESS, M/P
MATERIALS PROPERTIES	4(3)	4	4	CHEM, ESS, M/P
MECHANICAL DESIGN	3(3)	3	4	
MICROFABRICATION	3(3)	3	4	CS, M/P
MICROPROCESSORS	4(3)	3	4	CS

MICROWAVES	4(3)	3	4	M/P
MINING ENGINEERING	3(2)	2	2	ESS
MODELING (FLUIDS & SOLIDS)	3(3)	3	4	CS, M/P
NATURAL DISASTER	2(2)	2	2	CHEM
PHASE TRANSFORMATION (SOLIDS)	3(3)	3	4	CHEM, M/P
PHYSICAL METALLURGY	3(3)	3	3	M/P
POLYMER SYNTHESIS	4(3)	3	4	CHEM
SOLID STATE SCIENCE	4(3)	3	4	CHEM, M/P
SPECTROSCOPIC TECHNIQUES	3(3)	3	4	CHEM, M/P
STRUCTURAL ANALYSIS	3(3)	4	4	
SUPERCONDUCTIVITY	3(3)	3	4	M/P
SURFACE SCIENCE & TECHNOLOGY	3(3)	3	4	CHEM, M/P
TECHNOLOGY ASSESSMENT	2(2)	2	3	MAIN
THERMODYNAMICS	4(3)	3	4	CHEM, M/P
THIN FILMS	4(3)	3	4	M/P
TURBULENCE & TRANSPORT	3(3)	3	4	M/P
VIBRATION & WAVE PROPAGATION	4(3)	3	4	M/P
VLSI	4(3)	4	4	CS
WASTE MANAGEMENT	3(2)	3	4	MAIN

COLLECTION DEVELOPMENT POLICY STATEMENT

ENGLISH-AMERICAN LITERATURE

Paul B. Wiener
September 1995

Person Responsible for Selection: Paul B. Wiener

A. LOCATION AND SIZE OF COLLECTION

1. Location of Materials: Most of the materials are in the main stacks of the Melville Library. Rare and valuable materials are in Special Collections.

2. Estimate of Holdings:

	Titles	Volumes
PE, PN 1-1590, PN 3311-6700, PR, PS, PZ		

Number of current subscriptions: 177

Call # Range	Subject	Number of Titles
PE 1-3729	English	
PN 1-1009.5	Literature: history and criticism	
PN 1010-1551	Poetry	
PN 3311-3503	Prose. Prose fiction	
PN 4001-4355	Oratory	
PN 4400	Letters	
PN 4500	Essays	
PN 4699-5650	Journalism	
PN 6010-6790	Collections of general literature	
PR 1-9680	English literature	
PS 1-3576	American literature	
PZ 5-90	Juvenile belles lettres	

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research of the English Department. The department currently offers courses leading to the B.A., M.A., and Ph.D. in English. The collection contains materials that also support students and research in such programs as Theatre, Comparative Literature, History, and Women's Studies.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a. Level of treatment: Standard statement.

b. Intellectual parameters: The collection supports the teaching and research of the English Department as described in Purpose above. The major focus of teaching and research is literary history, literary criticism, poetry, theatre, and genre studies. The English Department also teaches and pursues research in a full range of chronological periods from the beginning of recorded English to the present and the Library attempts to collect the major monographs in these areas. The English-American Literature selector consults with the selectors for Reference, Africana Studies, Comparative Literature, Film Studies, Theatre and Women's Studies.

2. Types of Materials: Standard statement. Emphasis is on monographs and serials connected with Anglo-American literature and most other national or regional literatures in English or pertaining to English literature. Primary published works. Contemporary quality fiction, poetry, drama, essays and criticism. Some anthologies. Works dealing with Long Island, New York City and New York State. Standard reference works and specialized works such as some concordances, unusual dictionaries, indexes, filmographies, etc. Studies of interrelated cultures of English speakers and writer, biography and autobiography, quality travel writing, general literary non-fiction, and non-literary works by well-known "literary" authors. Total oeuvre of selected authors (SUSB authors, all Yeats materials).

Types of Materials Excluded: Most manuscripts. Popular fiction, poetry, etc. unless specifically requested for coursework. Most textbooks and popular anthologies or required readings. Dissertations and vanity press materials.

3. Languages: English, including English dialects, English as written all over the world. English as written, spoken, sung, and sometimes graphically illustrated. Specialized English (e.g., Black English, Pidgeon, Creole) is collected selectively. Translations of Native American languages, as well as Gaelic, Welsh, Africaans, etc.

4. Chronological Guidelines:

a. All periods from the beginning of recorded English on. Heavier emphasis on Renaissance, 18th-20th century, and contemporary criticism. For non-American and non-English literature, emphasis is on the 19th-20th centuries.

b. Current and retrospective collecting: Standard statement.

5. Geographical Guidelines:

a. Geographical emphasis or limitation: Emphasis on English-speaking countries (U.K., U.S., Africa/South Africa, Australia, Oceania, Caribbean, Canada, India). Regional areas of U.S. and England and Africa/South Africa.

b. Origin of publications: Most publications are from the U.S., U.K. and other English-speaking countries.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

LC Class	Subject	Collecting Levels ES	CL	DL
PE 1-3729	English			
PN 1-1009.5	Literature: history and criticism			
PN 1010-1551	Poetry			
PN 3311-3503	Prose. Prose fiction			
PN 4001-4355	Oratory			
PN 4400	Letters			
PN 4500	Essays			
PN 4699-5650	Journalism			
PN 6010-6790	Collections of general literature			
PR 1-9680	English literature			
PS 1-3576	American literature			
PZ 5-90	Juvenile belles lettres			

COLLECTION DEVELOPMENT POLICY STATEMENT

FRENCH

Helene Volat
July 28, 1987

Person responsible for selection: Helene Volat
Library representative from the French Department: Frederick Brown

A: Location and Size

1. Location of Materials: The French collection is housed in the main stacks, with selected titles in Special Collections.

2. Estimate of Holdings: The total number of titles in the PC and PQ classes is 27,908. The total number of volumes in these classes, using the formula 1 title = 1.5 volumes is 41,866.

Call no. range	No. Titles	Subject
PC 2001-3761	1080	French Language
PQ 1-841	3230	French Literature: History and Criticism
PQ 1100-1297	901	Collections of French Literature
PQ 1300-1595	1352	Old French Literature, to ca. 1525
PQ 1600-1709	901	French Literature, 16th-century
PQ 1710-1935	1402	French Literature, 17th-century
PQ 1947-2147	1752	French Literature, 18th-century
PQ 2149-2551	7104	French Literature, 19th-century
PQ 2600-2651	8482	French Literature, 1900-1960
PQ 2660-2686	1102	French Literature, 1961-
PQ 3800-3999	602	French Literature, Provincial, Local, colonial, etc.

B. Description of Collection

1. Purpose: The primary purpose of the collection is to support undergraduate and graduate teaching (M.A., D.A. and Interdepartmental M.A. levels) as well as research in French literature (including all francophone countries). The collection also supports undergraduate and graduate programs as well as research in Linguistics (M.A. and D.A.), Comparative Literature (M.A. and PhD), Theater (M.A.), Philosophy (PhD) and French

History (M.A. and PhD). A PhD program is under study and should start in a near future.

2. History and Special Strengths of Collection: The systematic development of a French Literature Collection in support of planned PhD programs in French Literature as well as in Comparative Literature was undertaken in 1968 after the appointment of Dr. Gerhard Vasco who was then completing his Phd dissertation in French Literature at New York University, to the position of subject specialist. (Dr. Vasco was the first subject specialist to be placed on the staff of the library. It was followed by the appointment that same year of an English Literature subject specialist).

At that time, the French collection was very poor and, according to statements of faculty members, could not even adequately support on-going undergraduate programs. The only bright spot was an 18th-century collection which had been bought in 1965 at a cost of approx. $90,000, and consisted mainly of the original editions of primary sources, such as Diderot's Encyclopdie, the Kehl edition of Voltaire's complete works, etc. Although some later secondry material was included, the collection represented mainly valuable special collection material rather than a working collection for study and teaching.

There was one favorable circumstance for a quick build-up of a French Literature collection-- the availability of book funds. On the other hand, there were a number of adverse conditions:

1. There was no supporting staff for the subject specialist and they had to do themselves all bibliographical searching for all titles selected and complete entirely the order slips.

2. The French bookdealer used by the library (the Librairie Hachette which is the largest publisher in France) phased out its book distribution and operation and a new bookdealer had to found for the acquisition of new books. The steps taken by the subject specialist to build up the collection were as follows:

- select an appropriate bookdealer for all current material (Guy boussac became theLibrary's bookdealer in 1969 and has remained ever since)

- establish relations with antiquarian bookdealers and request that their catalogues be sent directly to Dr. Vasco by air mail.

Only after these steps had been taken could the task of developing the collection be put into action. It consisted of three different tasks:

1. Select from the current trade bibliography the needed new titles and send immediately the orders to the new selected dealer.

2. Create a bibliography of all titles previously published (available and out-of-print) that were of relevance to the collection. An outstanding bibliography on French literature had just been published in Patis by one of the foremost professors of french literature at the Sorbonne (V.L. Saulnier) which could be used as the most reliable selection source.

Dr. Vasco submitted the first extended selection list to the Chairman of the Romance Language and Literature Department for review, who immediately made available to the subject specialist 3 to 4 students ona part-time basis for bibliographical searching and gave him full responsibility for the development of the collection.

3. Develop a procedure for acquiring the retrospective out-of-print material. This procedure consisted in obtaining directly and by air mail from important bookdealers, such as Nizet, Vrin, Jammes, their antiquarian book cataloques to identify the titles needed for the library and to reserve them by cable within 24 hours. At that time there was a stiff competition among expanding and new libraries for out-of-print material in all subject fields and only quick action on reserving available material could assure actual acquisition.

Within two years the French literature collection had become an outstanding research collection, the best in the SUNY system, competing favorably with the French collection at Columbia University (according to many faculty members residing in New York) and certainly far superior to the French collection of New York University.

One of the only areas which was selectively developed (there was no program then but still critical editions were bought along with all Classiques Francais du Moyen Age and Societe des Textes Francais Modernes) is the medieval period.

C. General Collection Guidelines

1. Treatment of Subject:

a) Level of Treatment: Literary texts in the original French exclusively. Translations of literary work fall within the collection area of Comparative Literature. Studies on French literature (and francophone countries) and French philology in French, English and selectively in Spanish and German.

b) Intellectual parameters: The French allocation is used to support teaching and research of the French Department as described in B.1. The French bibliographer consults regularly the

Collection Development Coordinator as well as bibliographers in Reference, Women's Studies, Philosophy, Hisotry, Linguistics, Theater etc. to make sure that cross-disciplinary coverage is adequate.

2. Type of materials: Monographs, periodicals and serials, including the publications of literary societies and the proceedings of conferences, etc. These and dissertations,m including those available from commercial publishers, are bought very selectively. New critical editions of complete works in multi-volume sets published over a period of several years will generally be acquired only in standing orders for such sets can be cancelled whenever budget considerations require such action. Language dictionaries and bibliographies except author bibliographies are acquired by the Reference Department.

3. Languages: French, English and selectively Spanish and German as described in C.1.a.

4. Chronological guidelines:
a) Historical emphasis or limitation: No limitations.
b) Current and retrospective collecting: Standard statement. due to the excellence of the collection, the purchase of retrospective material is not a problem, except for the medieval period which is presently acquired more actively.)

5. Geographical guidelines:
a) Geographical emphasis or limitation: French literature: books by and about French language authors from France, Switzerland, Belgium, Canada and other francophone countries are included.
b) Origins of publications: Most publications come from France.

D. Detailed list of subject descriptors for collection with collecting levels.

SUBJECT	E.S.	C.L.	D.L.*
French language (including history and study)	3	3	4
Language teaching	3	3	4
Provencal	1	2	3
Theory of literature	3	3	4
History of literature	3	3	4
Medieval (hagiography, didactic poetry, chansons de geste, romans, satirical works, fabliaux)	2	3	4
16th-century (Pleiade, Humanism, pre-classical theater, prose			

genres)	4	4	4
17th-century (classical tradgey, comedy, Baroque theatre and poetry, Moralists adn philosophers)	4	4	4
18th-century (novelists, philosophers, theatre)	4	4	4
19th-century (romantism, symbolism, naturalism, 19th-century theatre)	4	4	4
20th-century (roman, including nouveau roman and post-nouveau roman, surrealism, contemporary poetry, theatre and cinema as well as contemporary essayists and critical writers, structuralism and post-structuralism recent literary theories (deconstruction, etc...)	4	4	4
Folklore and literautre	2	2	3
Belgian literature	3	3	3
French Canadian literature	3	3	3
French literature: Caribbean	3	3	4
French literature: Afria	3	4	4

* In view of the forthcoming Ph.D. in French most subjects should be collected at a Comprehensive Research level.

COLLECTION DEVELOPMENT POLICY STATEMENT

GERMAN

Catherine von Schon
September 1995

Person responsible for selection: Catherine von Schon,
Reference Department

A. LOCATION AND SIZE OF COLLECTION

1. Location of materials: Most of the materials used by students of German (and other Germanic languages and literatures) are kept in the Main Library stacks. Some dictionaries, bibliographies, and other reference materials are housed in the Reference Room. Current issues of journals in the field are located in the Current Periodicals Room. The Microforms Section houses dissertations on microfilm as well as back issues of journals on microfilm.

2. Estimate of holdings:

Total 28,850 titles

Call # Range	Subject	No. of titles
PD 1-777	Germanic philology (general)	600
1001-1350	Old Germanic dialects	25
1501-7159	Scandinavian languages	212
PF 1-979	Dutch language	50
1001-1184	Flemish language (included with Dutch)	0
1401-1558	Friesian language and literature	25
3001-5999	German language	1225
PJ 5111-5192	Yiddish language and literature	800
PT 1-951	German lit, hist.& crit.,folk lit.	3675
1100-1485	Collections of German literature	1675
1501-1695	Individual German authors 1050-1450/1500	825
1701-1797	1500-ca. 1700	425
1799-2592	1700-ca.1860/70	5562
2600-2659	1860/70-1960	8162
2660-2688	1961-	2025
3701-4899	German lit: provincial,local,colonial	600
5001-5395	Dutch literature, history & criticism	28
5400-5547	Dutch literature, collections	13
5555-5880	Individual Dutch authors through 1960	75
5881	Individual Dutch authors 1961-	14
5885-5980	Translations into Dutch, provincial Dutch lit	5
6000-6471	Flemish literature since 1830	25
6500-6590	Afrikaans literature to 1960	5
6592	Afrikaans literature since 1961	25

7001-7099	Scandinavian literature (general)	50
7101-7599	Icelandic, Old Norwegian, Faroese lit	362
7601-8260	Danish literature	300
8301-9155	Norwegian literature	475
9201-9999	Swedish literature	1450
PN 1993.5.G3	Books on German film	50
Video Cas.	German films	87

Number of current subscriptions: 55

B. DESCRIPTION OF THE COLLECTION

1. Purpose: The primary purpose of the collection is to support undergraduate courses and graduate courses in German language and literature, as well as faculty research and graduate student research at the M.A. and D.A. levels. Courses and research in other Germanic languages and literatures play a lesser role. In the past courses have been offered in Old Norse and Swedish, Dutch and Yiddish, and in the future coursework could be offered in any Germanic language.

In addition to undergraduate majors and graduate students specializing in German, many undergraduates from other departments take German courses, as do graduate students from other departments studying for departmental language examinations. Figures of those majoring in the subject are thus far below enrollment figures.

2. History and special strengths of the department: The German department has in the past received strong support from the library, since a native German with a graduate degree in Goethe studies was for many years responsible for book buying. Because of faculty and library staff interest, the collection is especially strong in standard authors of the 18th, 19th and 20th centuries.

The library has an approval plan with a German dealer, Harrassowitz, who supplies books published in Germany, Austria, and Switzerland in accordance with a detailed profile prepared by this library. The approval program has recently been stopped for contemporary authors; for these, Harrassowitz now supplies selection slips, from which the Library can order.

The German department's collection suffers from the fact that a high percentage of its books are bought in Germany and other European countries, where the decline in the buying power of the U.S. dollar makes books extremely expensive.

C. GENERAL COLLECTION GUIDELINES

1. Treatment of Subject

a. Level of treatment: In philology and literary criticism, works from scholarly presses are preferred. Textbooks are not normally bought. Original works of literature may be bought from any press. The budget does not permit the collection of manuscripts or esoterica.

b. Intellectual parameters: Literary works are normally bought in the original language only, particularly if that language is German. The buying of translations is left to the Comparative Literature department.

Although the German department is more interested in philology than are some language departments, a preponderance of the material bought is works of literature and literary criticism. Another priority is material on language pedagogy for the D.A. program. Most of the authors studied are German-language authors, who may be from Germany, Austria, Switzerland, or indeed other countries. A scattering of authors writing in other Germanic languages is maintained although these languages are not currently being taught.

2. Type of materials: Hard-cover monographs are preferred. Paperback may be bought (and bound by the library) when no hard-cover edition is available. Dissertations are bought very sparingly, and for budgetary reasons, microfilm is preferred for them. New journal subscriptions can be placed only with extreme care.

A special problem in German studies is the use of various type faces. Standard Roman type (as used for English-language books) is preferred by many students, even young Germans, but there can be no hard-and-fast prohibition against the purchase of books printed in the Gothic type, since in some older books, Gothic type is all that is available.

3. Language: The original language of the author is preferred for works of literature. Works of criticism should also be bought in the original language in which they were written, provided that is English, German or French. Works originally written in less well-known languages (Russian, Japanese) may be purchased in translation. The same criterion applies to works on philology and language pedagogy. Although students in the German Department should be able to read German, books in English are more accessible to linguists, teacher candidates, etc., from other departments.

4. Chronological guidelines:

a. Historical emphasis or limitation: No limitations; authors of all periods are bought.

b. Current and retrospective collecting: For budgetary reasons, the bulk of the available funds must be devoted to buying the current publishing output. However, in individual cases, it may be more desirable to purchase a specific out-of-print book than a less important in-print one.

5. Geographical guidelines:

a. Geographical emphasis or limitation: First, books by and about German-language authors from Germany, Austria, Switzerland, and elsewhere; second, books by and about Scandinavian authors, Dutch authors, and other authors writing in Germanic languages, wherever resident. Books about the Gothic language, the ancient and modern Scandinavian languages, the German language and its history and dialects, and the languages of Holland and northern Belgium, books on teaching methods, especially as applied to German.

b. A high percentage of the needed materials are published in German-language countries, others in Scandinavia and Holland. Books on appropriate topics may also be purchased in Great Britain and France and occasionally in other European countries, as well as in the United States. Pricing problems because of the decline in the purchasing power of the dollar apply to all sources except the United States. Countries of German language have an especially high publishing output.

D. COLLECTING LEVELS (1=general, 2=undergraduate, 3=graduate, 4=research, 5=exhaustive) ES=existing strength, CL=current collecting level, DL=desired level

GERMANIC LANGUAGES		ES	CL	DL
PD 1-777	Germanic philology (general)	3	3	3
1001-1350	Old Germanic dialects	3	3	3
1501-7159	Scandinavian languages	3	2	2
PF 1-979	Dutch language	2	2	2
1001-1184	Flemish language (inc. w/Dutch)			
1401-1558	Friesian language and literature	1	1	1
3001-5999	German language	4	4	4
GERMANIC LITERATURES				
PF 1401-1558	Friesian language and literature	1	1	1
PJ 5111-5192	Yiddish language and literature	2	2	2
PT 1-877	German lit, history and criticism (general)	4	4	4
881-951	Folk literature, including texts	1	1	1
1100-1141	Collections (general)	3	3	3
1151-1241	Collections (poetry)	3	3	3
1251-1299	Collections (drama)	3	3	3
1301-1374	Collections (prose)	3	3	3
1371-1374	Collections (early to ca. 1100)	3	3	3

	1375-1485	Collection (Middle High German: 1050-1450/1500)	3	3	4
	1501-1695	Individual authors 1050-1450/1500	3	3	4
	1701-1797	Individual authors 1500-1700	3	3	3
	1799-2492	Individual authors 1700-1860/70	4	4	4
	2600-2639	Individual authors 1860/70-1960	4	4	4
	2660-2688	Individual authors since 1961	4	4	4
	3701-4899	German literature: provincial, local, colonial	2	2	2
PT	5001-5980	Dutch literature	2	2	2
	6000-6471	Flemish literature	2	2	2
	6500-6592	Afrikaans literature	2	2	2
	7001-7099	Scandinavian literature (general)	3	2	2
	7101-7599	Icelandic, Old Norwegian, Faroese	3	2	2
	7601-8260	Danish literature	2	2	2
	8301-9155	Norwegian literature	2	2	2
	9201-9999	Swedish literature	3	2	2
PN	1993.5.G3	Books on German film	2	3	4
Vid Cas		German films	2	3	4

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COLLECTION DEVELOPMENT POLICY STATEMENT

HISTORY

Revised September, 1994
By David Allen

Person responsible for Selection: David Allen

A. Location and Size:

1. Location of Materials: History materials are located throughout the library system. The interdisciplinary character of history makes it difficult to define the boundaries of the history collection: historians are concerned with all human activities, provided they occured in the past. The stacks of the Main Library are the repository for most materials in history. The Reference Department houses the major indexes, handbooks, and bibliographies in history. Many major collections of source materials are housed in the Microforms Section of the Reference Department. The Documents Section of the Reference Department has various primary source materials in history, namely, publications of U.S. federal, state, and local governments, as well as publications of the United Nations. Cartographic materials are located in the Map Section of the Reference Department. The Department of Special Collections is the custodian of both primary sources and secondary works in history, particularly for the Long Island region. Much of the material relating to the history of science is housed in the science libraries.

2. Estimate of Holdings: It is impossible to estimate accurately the holdings in history because of the various locations of materials and because much historical material has not been cataloged. Thus, the bulk of the holdings of the Documents Section and Microforms Section are not reflected in the STARS system. Although some of these materials have been cataloged as collective titles, the individual works within these collections are not reflected. There are many times as many uncataloged titles in history as cataloged works. The following estimate of holdings in history is based on an outdated measurement of the Library's shelf list, and the shelf list contains only cataloged titles. It should also be noted that the following estimate includes only materials assigned by the Library of Congress as belonging to the core history areas (classification numbers beginning with C, D, E, F) and the history of medicine. The list therefore excludes most materials in such areas as the history of science, the history of ideas, and contemporary politics. Currently the Library subscribes to about 500 periodicals for the core history areas.

(As of May 1, 1987)

Call no. Range	No. of Titles	Subject
C	4	Auxiliary Sciences of History (General)
CB	1,250	History of Civilization and Culture
CC	403	Archaeology (General)
CD	685	Diplomatics. Archives. Seals
CE	150	Chronology
CJ	271	Numismatics
CN	51	Epigraphy
CR	200	Heraldry
CS	650	Genealogy
CT	1,515	Biography
D 1-900	9,517	History (General)
D 901-1075	491	History of Europe, General
DA	8,738	History: Great Britain
DB	982	History: Austria, Austro-Hungarian Empire, Hungary
DC	5,912	History: France
DD	5,863	History: Germany
DE	188	History: Mediterranean Region Greco-Roman World
DF	1,218	History: Greece
DG	2,606	History: Italy
DH	200	History: Netherlands (Low Countries, General and Belgium)
DJ	126	History: Netherlands (Holland)
DJK	68	History: Eastern Europe
DK	3,892	History: Russia, U.S.S.R.
DL	388	History: Northern Europe, Scandinavia
DP 1-500	2,425	History: Spain
DP 501-900	167	History: Portugal
DQ	167	History: Switzerland
DR	738	History: Eastern Europe, Balkan Peninsula
DS 1-40	525	History: Asia
DS 41-329	8,375	History: Southwestern Asia, Ancient Orient, Near East
DS 330-500	3,408	History: Southern Asia, Indian Ocean
DS 501-935	5,300	History: Eastern Asia, Southeastern Asia, Far East
DT	6,000	History: Africa
DU	1,742	History: Oceania (South Seas)
DX	67	History: Gypsies

E 1-139	5,150	History of Americas: General, Indians, North America
E 140-200	7,525	United States, Colonial, Special Topics
E 201-299	1,000	United States, Revolutionary Period
E 301-440	1,802	United States, 1790-1855
E 441-655	2,379	United States, Slavery and Civil War
E 656-867	3,775	United States Since the Civil War
F 1-205	4,637	State & Local History: New England, Atlantic Coast
F 206-475	2,360	State & Local History: South, Gulf States
F 476-705	1,629	State & Local History: Midwest
F 721-854	753	State & Local History: The West
F 856-975	826	State & Local History: Pacific Coast, Alaska
F 1000-1170	1,203	History: British America, Canada
F 1201-1392	3,256	History: Mexico
F 1401-1419	1,525	History: Latin America, Spanish America (General)
F 1421-1577	1,070	History: Central America
F 1601-2151	1,393	History: West Indies
F 2155-2183	137	History: Caribbean Area
F 2201-3799	10,970	History: South America
R 1-130 131-687	887	History of Medicine

Total: 126,559

B. Description of Collection

1.Purpose: The primary purpose of the history collection is to support the teaching and research needs of the Department of History. The History Department offers B.A., M.A., and Ph.D. degrees in a number of areas. The academic and research programs of the Department have focused on the United States, Latin America, and Western Europe. Within Western Europe, there has been particular emphasis on the history of Germany, France, the United Kingdom, Ireland, and to a lesser extent Spain. There is also a small doctoral program in Russian history. Another concentration is on the history of Northeast Asia (China, Japan, and Korea), but this program is mostly on the undergraduate level. The History Department participates in a number of interdisciplinary programs on both the undergraduate and the graduate levels--especially Africana Studies, Women Studies, Judaic Studies, and various geographic area studies programs in co-operation with the Anthropology Department and foreign language departments.

Because of these numerous interdisciplinary programs and the wide-ranging character of history itself, the history collection plays some role in supporting virtually all of the programs of the University. The selector for history has to consider the needs and programs of all of the humanities and social sciences, and to a certain extent the sciences. This mandates close co-operation between the history subject specialist and those for other fields.

2. History and Special Strengths of Collection: From the beginning of the University, the Department of History has been actively involved with collection development of library materials. The direct input from members of the Department has been particularly strong. Their academic and research interests have created special strengths within the collection. The collection is particularly strong in Western European history, especially German history, and also in Latin American history. The coverage of the history of the United States focuses most intensely on the Northeast and the South.

C. General Collection Guidelines

1.Treatment of subject: General Standard Statement of the Library applies. Text Books are not purchased. Popular works are collected very selectively. Scholarly treatments of all subject areas of history are vigorously collected, including those from university presses, trade publishers, research, and learned associations.

2.Types of Materials: Primary and secondary works in history are purchased extensively. Primary sources include such materials as printed collections of documents, newspapers, autobiographies, diaries, and statistical materials. Secondary materials include scholarly monographs and periodicals. Dissertations are purchased selectively at the request of the History Department. Large collections of source materials on microform are purchased when funds are available, but are given lower priority than printed materials.

3.Languages: Most materials are collected in English. Both primary and secondary materials are collected in German, French, Spanish, Italian, Portuguese, and Russian. Small amounts of material are collected in other western and non-western languages.

4.Chronological Guideline:

a. No limitations on period collected, although most programs focus on the nineteenth and twentieth centuries. Emphasis varies according to subject and geographical area (see detailed breakdown by subject at end on this statement).
b. Current and retrospective collecting: General Standard Statement of the Library applies.

5.Geographical Guidelines:

a. Geographical emphasis: Emphasis (in descending order of importance) on North America, Western Europe, Latin America, Northeast Asia, Eastern Europe and the USSR, Middle East, Africa, and Southeast Asia.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels

SUBJECTS	COLLECTING LEVELS			ASSIGNMENTS*
	ES	CL	DL	
GENEALOGY	1	1	1	HISTORY
AUXILLIARY SCIENCES (NUMISMATICS, ETC.)	1	1	1	HISTORY
BIOGRAPHY	3	3	4	HISTORY
HISTORIOGRAPHY AND PHILOSOPHY OF HISTORY	3	3	4	HISTORY/Phil
ANCIENT HISTORY				
Classical Greece & Rome	3	3	3	CLASSICS/Anthro History
The Near East	3	3	3	CLASSICS/Anthro History
The Far East	2	2	2	HISTORY/Anthro
GREAT BRITAIN				
England to 1399	3	3	4	HISTORY
England 1400-1688	4	4	4	HISTORY
England 1688-present	4	4	4	HISTORY
FRANCE				
Medieval	3	3	3	HISTORY/French
Renaissance	3	3	3	HISTORY/French
17th-18th centuries	3	3	3	HISTORY/French
1789-1815	4	4	4	HISTORY/French
1815 to present	4	4	4	HISTORY/French
GERMANY				
Medieval	3	3	3	HISTORY/German
Reformation	3	3	3	HISTORY/ Religion/Ger.
To 1815	3	3	3	HISTORY/German
1815-1945	4	4	4	HISTORY/German
1945 to present	4	4	4	HISTORY/German

OTHER WESTERN EUROPE				
Greece (since 1800)	2	2	2	HISTORY
Italy	3	3	3	HISTORY/Italian
Spain	3	3	3	HISTORY/Hispanic
Portugal	2	3	3	HISTORY/Hispanic
Belgium and Netherlands	2	2	2	HISTORY
Scandanavia	2	2	2	HISTORY/German
EASTERN EUROPE (except Russia)				
Habsburg Empire (to 1918)	3	3	3	HISTORY
Other Eastern Europe to 1918	2	2	2	HISTORY
1917-1945 (all countries)	3	3	3	HISTORY
1945 to present	2	2	2	HISTORY
RUSSIA				
Medieval	3	3	3	RUSSIAN/History
1600 to 1800	3	3	4	RUSSIAN/History
1800 to 1917	3	3	4	RUSSIAN/History
1917 to present	3	3	4	RUSSIAN/History
AFRICA	2	3	3	AFRICANA/History
ASIA				
Middle East	3	3	3	HISTORY/Anthro
South Asia	2	2	2	HISTORY/Anthro
Northeast Asia	3	3	3	HISTORY/Anthro
UNITED STATES				
Colonial	4	4	4	HISTORY
Revolutionary period	4	4	4	HISTORY
1790-1855	4	4	4	HISTORY
Slavery and Civil War	4	4	4	HISTORY/Africana
1895 to present	4	4	4	HISTORY/Pol.Sci.
U. S. Local and Regional				
Long Island	4	4	5	HISTORY/Spec
NY Metro Area	4	4	4	HISTORY
New York State	4	4	4	HISTORY
New England & Mid-Atl.	3	3	3	HISTORY
Southeast	3	3	3	HISTORY
Other regions	2	2	2	HISTORY
LATIN AMERICA				
Mexico				
To 1500	3	4	4	ANTHRO/History
1500-1800	3	4	4	HISTORY/Hispanic
1800 to present	3	4	4	HISTORY/Hispanic
Central America				
To 1500	3	3	3	ANTHRO/History
1500-1800	3	3	3	HISTORY/Hispanic
1800 to present	3	3	3	HISTORY/Hispanic

Carribean				
To 1500	3	3	3	ANTHRO/History
1500-1800	3	3	3	HISTORY/Africana
1800 to present	3	3	3	HISTORY/Africana
Brazil				
To 1500	3	3	3	ANTHRO/History
1500-1890	4	4	4	HISTORY/Hispanic
1890 to present	4	4	4	HISTORY/Hispanic
Andean countries				
To 1500	4	4	4	ANTHRO/History
1500-1890	4	4	4	HISTORY/Hispanic
1890 to present	4	4	4	History/Hispanic
Other South America				
To 1500	3	3	3	ANTHRO/History
1500 to 1800	3	3	3	HISTORY/Hispanic
1800 to present	3	3	3	HISTORY/Hispanic
SPECIAL THEMES				
History of Science	3	4	4	SCIENCES/History
History of Ideas	4	4	4	HISTORY/Phil
Afro-American History	4	4	4	AFRICANA/History
Hispanic-American History	3	3	3	HISPANIC/History
Judaic Studies				
To 1800	3	3	3	RELIGION/History
1800-1900	3	3	3	HISTORY/Religion
1900 to present	4	4	4	HISTORY/Religion
Women Studies	4	4	4	HISTORY/Women Studies
International Affairs (since 1945)	4	4	4	POL.SCI./History

*Fund with primary collecting responsibility is capitalized

COLLECTION DEVELOPMENT POLICY STATEMENT

ITALIAN

Helene Volat

Person responsible for selection: Helene Volat

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: The Italian collection is housed in the Melville Library, with selected titles in Special Collections.

2. Estimate of holdings: the total number of titles in the PC and PQ classes is 6,199. The total number of volumes in these classes, using the formula 1 title = 1.5 is 9,298.

Number of current serials: 35

Call no. range	No. Titles	Subject
PC 1001-1984	362	Italian language Sardinian language and literature
PQ 4001-4263	1150	Italian literature: History and criticism
PQ 4265-4556	875	Italian literature to 1400
PQ 4561-4664	500	Italian literature, 1400-1700
PQ 4675-4734	750	Italian literature 1701-1900
PQ 4800-4886	2587	Italian literature 1901-
PQ 5901-5999	50	Italian literature, Provincial, Local, Colonial

B. DESCRIPTION OF COLLECTION:

1. Purpose: The primary purpose of the collection is to support undergraduate and graduate teaching at the M.A., D.A., and interdepartmental M.A. levels as well as research in Italian philology and in Italian literature. Concern for Italian literature is centered in the Department of French and Italian but the collection also supports undergraduate and graduate programs as well as research in theater (M.A.), linguistics (M.A. and D.A.) and comparative literature (M.A. and Ph.D).

2. History and Special Strengths of the Collection: Contrary to the French collection, which was developed systematically since 1968, the Italian collection did not benefit from the same favorable circumstances. In view of the fact that the Italian collection is in fact the only large, available resource for the Italian-speaking population on Long Island and because the Italian Department started at that time to develop a Center for Italian Studies Special efforts were made in 1984 to develop the collection more systematically. First the allocation was increased to the level of the French allocation and an approval plan was set up with Casalini Libri in Italy. With the help of the faculty a list of authors was established and sent to Casalini together with a profile which has been revised and refined ever since. However, it has been difficult to acquire retrospective material and the collection suffers from gaps, particularly in the medieval and Renaissance period. Efforts have been made to enroll the help of the faculty to draw up lists of materials but to this day the results have been rather inconclusive. At any rate, with the help of concerned faculty members who select and review the approval plan, one shold remain optimistic as to the future of the collection. A collection survey done in 1986 reveals that 3550 titles were added to the collection prior to 1980 and 2828 since 1980.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a. Level of Treatment: Literary texts in the original Italian exclusively. Translations of literature work fall within the collection area of Comparative Literature.

b. Intellectual parameters: The Italian allocation is used to support teaching and research of the Italian Department as described in B.1. The Italian selector consults regularly with the Italian faculty for selection and with the selectors in Reference, Women's Studies, Philosophy, History, Linguistics, Theater etc. to make sure that cross-disciplinary coverage is adequate.

2. Type of Materials: Monographs, periodicals and serials, including the publications of literary societies and the proceedings of conferences, etc. Theses and dissertations, including those available from commercial publishers, are bought very selectively. New critical editions of complete works in generally be acquired only if standing orders for such sets can be cancelled whenever budget considerations require such action. Language dictionaries and bibliographies except author bibliographies are acquired by the Reference Department.

3. Languages: Italian, and selectively English as described in C.1.a.

4. Chronological Guidelines:

a) Historical emphasis or limitation: No limitations.

b) Current and retrospective collecting: Standard statement.

5. Geographical Guidelines:

a) geographical emphasis or limitation: Italian literature, books by and about Italian language authors from Italy.

b) Origins of publications: Most publications come from Italy.

D. Detailed list of subject descriptors for collection with collecting levels.

SUBJECT	E.S.	C.L.	D.L.
Italian language (including history, study and teaching)	3	3	3
Theory of literature	2	3	3
History of literature	3	3	3
Medieval - 13th and early 14th centuries			
Boccacio	3	3	4
Dante	3	3	4
Petrarca	3	3	4
Renaissance - late 14th, 15th and 16th centuries			
Aretino	3	3	4
Ariosto	3	3	4
Tasso	3	3	4
From 1701 to 1900			
Alfieri	3	3	4
Carducci	3	3	4
Foscolo	3	3	4
Leopardi	3	3	4
Manzoni	3	3	4
Metastasio	3	3	4
Twentieth century			
Annunzio	4	4	4
Calvino	4	4	4
Cassola	4	4	4
De Filippo	4	4	4
Moravia	4	4	4
Montale	4	4	4
Pavese	4	4	4

Pasolini	4	4	4
Pirandello	4	4	4
Svevo	4	4	4
Ungaretti	4	4	4
Italian literature, provincial, local, colonial	2	3	3

COLLECTION DEVELOPMENT POLICY STATEMENT

LIBRARY AND INFORMATION SCIENCE

Dianne Stalker
September 1994

Person responsible for selection: Dianne Stalker

A. LOCATION AND SIZE

1. Location of materials: Most of the material is in the Melville Library. The Reference Department has some indices, dictionaries, bibliographies, and other reference materials. The Current Periodicals Room houses current issues of journals and the Video/Microforms Department may have back issues of journals on microfilm. Some journals are duplicated and housed in the Serials/Acquisitions Department. The Special Collections Department has some materials on the history of printing and typography.

2. Estimate of holdings: Titles: 8,710 Volumes: 13,065

Number of current serials: 112

LC class	subject	no. of holdings
Z 4-15	History of Books & Bookmaking	100
Z 40-115	Writing, Paleography	410
Z 116-550	Printing	2525
Z 551-661	Copyright, Intellectual Property	200
Z 662-1000	Libraries: Library Science	5475

B. Description of Collection

1. Purpose: The collection provides working tools for the operation of the University Libraries and supports the research needs of the University library faculty. It also supports SPD classes and basic library science classes offered in cooperation with the School of Library Science at Queens College.

2. History and Special Strengths of collection: All aspects and levels of librarianship are represented but current emphasis is on academic libraries and purchase of information science materials as they relate to library automation systems. A secondary focus is on preservation to support the needs of the NYS program. Consideration for purchase is also given to the history of the book although this interdisciplinary field is well supported by purchases in literature, history, and a small number of acquisitions in special collections.

C. GENERAL COLLECTION GUIDELINES

1. Treatment of subject:

a. Level of treatment: standard treatment

b. Intellectual parameters: Primary emphasis is on broad historical, state-of-art, and theoretical and practical works on library administration, technical services, user services, information science and systems technology. Legal aspects of censorship, publishing, reproduction of materials, and librarianship in general are acquired.

2. Types of materials: The bulk of the items will be monographs and journals. Indices, thesauri and manuals will also be included but dissertations are usually not purchased.

3. Languages: English is the primary language of the collection.

4. Chronological guidelines: Emphasis is on 20th century materials with exceptions for all historical materials.

5. Geographical guidelines: The primary emphasis is on the United States, England, and Europe. Materials involving information science are multinational and are collected because of the subject. Generally these items are selected specifically on a title by title basis. The content should include comparisons, studies, research, and evaluation.

SUBJECTS AND COLLECTION LEVELS

Subjects		Levels ES	CL	DL
Z 4-15	History of books & bookmaking	1	1	1
Z 40-115	Writing, Paleography	1	1	1
Z 116-550	Printing	2	2	2
Z 551-661	Copyright, Intellectual Property	1	1	1
Z 662-1000	Libraries: Library Science	3	3	3

COLLECTION DEVELOPMENT POLICY STATEMENT

LINGUISTICS

Catherine V. von Schon
December 1995

Person responsible for selection: Catherine V. von Schon

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most of the material is in the Melville Library bookstacks. The Reference Department has some dictionaries and grammars, bibliographies, and other reference materials. The Current Periodicals Room houses current issues of journals, and the Microforms area has back issues of periodicals on microfilm, as well as microfilmed copies of dissertations and a few other items. Language tapes are housed in the Music Library.

2. Estimate of holdings:

Linguistics and ESL:	10,574
Rarely taught languages and literatures:	4,171
Number of current serials:	101

Call Number	Subject	Titles
LINGUISTICS:		
BF 455-463	Psycholinguistics	400
P 1-85	Language, general	2,975
P 98	Computational linguistics	150
P 99	Semiotics	325
P 101-112	Linguistic theory	600
P 115	Multilingualism	160
P 116	Origin of language	33
P 117	Gesture language, sign language	14
P 118	Language acquisition	450
P 119	Sound symbolism, onomatopeia	82
P 120	Other aspects (sexism, racism, etc.)	80
P 121-125	Science of language (general)	720
P 126-128	Methodology	85
P 129-130	Applied linguistics (see PE for ESL)	60
P 130.5-.6	Languages in contact	50
P 134	Contrastive linguistics	25
P 138	Mathematical linguistics	25
P 140-143	Historical and comparative linguistics	100
P 145-149	Descriptive linguistics, structural	72
P 151-152	Theory of grammar	110
P 153-157	Universal grammar	35
P 158	Generative grammar	110
P 160-161	Tagmemics, categorial grammar	12

P 201-203	Comparative grammar	25
P 204	Typology, universals	40
P 211-214	History of writing, alphabet	100
P 215-240	Phonology, phonetics	400
P 241-259	Morphology	90
P 270-288	Parts of speech	150
P 291-299	Syntax	375
P 302	Discourse analysis	350
P 306	Translating and interpreting	155
P 307-310	Machine translating	30
P 321-324	Etymology	20
P 325	Semantics	300
P 326-365	Lexicology, lexicography	100
P 367	Dialectology	25
P 375-391	Linguistic geography	150
P 501-769	Indo-European philology	200
P 901-1091	Extinct, ancient, medieval languages	90
PB 1-431	Modern languages, general	600
PE 1128-1130	ESL	525
QP 306	Larynx: voice and speech	75
QP 399	Brain: language and speech	30
Minor subjects	(fewer than 10 titles each)	81
RARELY TAUGHT LANGUAGES:		
PB 1001-3029	Celtic languages (Includes Irish 210, Scots Gaelic 40)	400
PH 1-3441	Finno-Ugric languages (Includes Finnish 65, Hungarian 165)	300
PH 5001-5490	Basque	30
PK 101-2897	Indo-Aryan languages (Includes Vedic 13, Sanskrit 125, Bengali 125, Hindi/Urdu 280, Oriya 20, Panjabi 25, Sinhalese 8)	682
PK 6001-6599	Iranian language and literature	200
PK 6701-6879	Afghan	8
PK 6901-6996	Kurdish	4
PK 7001-7075	Dardic	7
PK 8001-8835	Armenian	25
PK 9001-9601	Caucasian languages	50
PL 1-481	Ural-Altaic languages & literatures	215
PL 5001-7511	Oceanic languages	650
PL 8000-8844	African languages	600
PM 1-7356	American Indian languages	825
PM 7801-7895	Pidgins and Creoles	135
PM 8001-9021	Artificial languages	40

B. DESCRIPTION OF COLLECTION

1. Purpose: The library must buy materials to support courses offered by the Department of Linguistics, including undergraduate courses n linguistics and ESL courses for foreign students, as well as a Master's program, a Ph.D. program, and a

D.A. program in ESL teaching. In addition, materials for student and faculty research are needed. Selective purchases must also be made of materials on rarely-taught languages for which no language department at Stony Brook is responsible, since from time to time the Linguistics Department offers courses in such languages.

Materials in linguistics are also of interest to many outside the Linguistics Department: the language departments, Psychology, Anthropology, Philosophy, Sociology, and others.

Linguistics is a discipline which is growing and changing at a rapid pace. New journals are constantly being launched, new schools of thought and new theories are constantly coming into existence, and controversy is rife. New subdisciplines are being created, yet the traditional sub-fields continue to be taught and must not be neglected by the library.

2. History and Special Strengths of Collection: From a very small undergraduate program, linguistics at Stony Brook has grown to a substantial department, adding first an M.A. program, then a D.A., and finally a Ph.D. program. Although handicapped by a relatively small budget, development of the linguistics collection has proceeded intensively since 1970.

C. GENERAL COLLECTION GUIDELINES

1. Treatment of subject:

a) Level of treatment: Standard statement. Textbooks are not normally bought.

b) Intellectual parameters: Standard Chomskyan linguistic theory is preferred by many faculty members. Pre-Chomsky classics are well represented, and contemporary books by authors with other viewpoints are bought, as long as they maintain a scholarly focus. Duplication of titles is a luxury Stony Brook can rarely afford.

2. Types of material: Hard-cover books are preferred. Bibliographic and reference materials are bought. Dissertations are bought selectively.

3. Languages: English is the dominant language of the collection.

4. Chronological guidelines: Current materials are preferred.

5. Geographical guidelines: Important works in linguistics are published in Scandinavia, the Netherlands, Germany, and India, as well as in Great Britain and the United States.

D. COLLECTING LEVELS: ES=existing strength; CL=current collecting level; DL=desired level. 1=minimal; 2=basic; 3=undergraduate; 4=graduate; 5=exhaustive.

Subject	ES	CL	DL
Language (general)	4	4	4
Philosophy of language	4	4	4
Psychology of language	4	4	4
Origin of language	3	3	3
Linguistics (general)	4	4	4
Historical and comparative linguistics	4	4	4
Applied linguistics	4	4	4
ESL teaching	4	4	4
Generative grammar	4	4	4
Case grammar	4	4	4
Typology, universals	4	4	4
History of writing, alphabet	3	3	3
Alternative schools	3	3	3
Phonology, Phonetics	4	4	4
Morphology	4	4	4
Syntax	4	4	4
Semantics	4	4	4
Discourse analysis	4	4	4
Translating and interpreting	3	3	3
Lexicography	3	3	3
Linguistic geography, dialectology	4	4	4
Indo-European philology	4	4	4
Rarely taught languages	3	3	3

COLLECTION DEVELOPMENT POLICY STATEMENT

MARINE & ATMOSPHERIC SCIENCES INFORMATION CENTER (MASIC)

Roger J. Kelly
December, 1995

Person responsible for selection: Roger J. Kelly

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Much of the material is located in MASIC. However, significant portions are located in the Biology and Earth and Space Sciences Libraries while additional material is in the Chemistry, Engineering and Melville Libraries (Government Documents and Maps) as well as some material located at the Health Sciences Library.

2. Estimate of Holdings: MASIC holdings are estimated at approximately 4,500 volumes (excluding journals which respresent approximately 2,300 titles. There are 41 paid journal subscriptions, some of which are in electronic format.

B. DESCRIPTION OF COLLECTION:

1. Purpose: To become an integral part of, and support, the graduate teaching and research missions of the Marine Sciences Research Center and its affiliated components, including the Institute for Terrestrial and Planetary Atmospheres, Waste Reduction and Management Institute, the Living Marine Resources Institute, other co-resident organizations including the Sea Grant Institute and Sea Grant Extension, and the expanding number of certificate programs and undergraduate course offerings. Degrees offered by the Center include an M.S. in Marine Environmental Studies and a Ph.D. in Coastal Oceanography.

Course requirements and offerings are multidisciplinary and include: Physical, Biological, Chemical, Dynamical and Geological Oceanography; Larval Ecology; Phytoplankton Ecology; Fish Biology; Fish Ecology; Zooplankton Ecology; Marine Microbial Ecology; Aquaculture; Marine Botany; Marine Pollution; Marine Sedimentology; Environmental Law; Atmospheric Radiation; Atmospheric Molecular Processes; Middle Atmosphere Dynamics; Theoretical Meteorology; Atmospheric Chemistry; Environmental Toxicology; Pollution Monitoring; Waste Management; Groundwater Problems; and related courses.

2. History of the Collection: The branch was formally established in July, 1993, with the mission to support the Marine and Atmospheric Sciences as well as a prototype for technology based branch libraries. The facility replaced the previously established Marine Sciences Reading Room which had been

established approximately twenty years earlier. It was operated on a limited basis with most of the collection being donated and without the assistance of a librarian. A half-time librarian was hired in the 1991-92 time period to organize the material. After his death, Roger Kelly was hired to run the facility and shepherd the facility into its new facility and current status as a branch.

The monograph collection numbers approximately 4,500 volumes, of which 2,323 titles are primary entries in STARS. Much of this collection is from the previous Marine Sciences collection. With the limited funding in the last few years, only a few hundred books have been added to the collection. Significant additions are anticipated only through donations until such time that additional funding is made available. There were no transfers of monographs from other locations when MASIC was established. Some atmospheric related journals were transferred from the Earth and Space Sciences Library to MASIC to coincide with the relocation of the Institute for Terrestrial and Planetary Atmospheres to South Campus.

Future of the collection: Significant new monographs in the areas of study and research encompassed by the Marine Sciences Research Center and affiliated Institutes will be acquired as budget constraints permit. Expansion of the holdings can also be considered by an evaluation of selected subject holdings in other campus locations for purposes of determining the propriety of relocation. This same approach can also be considered with existing journal subscriptions.

A substantial segment of demand/usage at MASIC is for information on current activities in the various fields of research. Consequently, dollars that would have been spent on print materials in the past are now being invested in electronic media. This approach will continue for the forseeable future, although the structural aspect may change. This approach provides both students and faculty with access to the most current material in the sciences. Cost cutting trends in federal document production will be fostering this approach in several areas. Among them are climatology and oceanography. The availability of and the increasing amounts of this material in electronic format is spurring the need for support of graphical information systems for the expansion of research efforts.

C. GENERAL COLLECTION GUIDELINES:

1. Language: All acquisitions are in English. However, there are some holdings in Russian, Japanese, Chinese, German and Korean.

2. Geographic Coverage: The emphasis is on the Atlantic and western Atlantic coastal and inland waters, southeastern Atlantic coast and mid and southern Pacific ocean waters. Atmospheric coverage is world-wide.

D. DISTRIBUTION OF THE COLLECTION: The following listing is by call number and omits journals and electronic resources held within the branch.

Call Number	Description	NOTIS (Campus)	NOTIS (MASIC)	Shelf Count
AS	Academies and Learned Societies	1		3
AZ	History of Scholarship, learning	3		1
BF	Psychology	1049		1
CB	History of Civilization	461		1
CC	Archaeology	11		1
DS	Asia	533		1
F	U.S. local history	1686		8
G149-570	Voyages and travel	946		1
GB	Physical Geography	404	8	71
GC	Oceanography	932	278	678
HA	Statistics	64		2
HC	Economic History, conditions	4024	6	22
HD	Economic History, land use	466		23
HE	Transportation & communications	34		65
HF	Commerce	1076		1
HG	Finance	442		3
HN	Social History	912		1
HT	Communities	446		20
JX	International Law	958		8
KF	Law of the U.S. Federal	150		24
LD	Individual Institutions	233		1
PN	Literary History & collections	897		2
QA	Mathematics	49		170
QB	Astronomy	1361		17
QC	Physics	4861		256
QC851	Meteorology. Climatology	189	99	133
QD	Chemistry	3409	23	25
QE	Geology	3457	38	299
QH	Natural History, Biology, Ecology	1423	21	449
QK	Botany	1388	4	117
QL	Zoology	2195	21	264
QP	Physiology	1713	4	62
QR	Microbiology	931	6	69
RA	Public Aspects of Medicine	15		20
RB	Pathology	256	1	2

RC	Internal Medicine	238	4	10
S	Agriculture	2063		3
SB	Plant Culture	21		30
SD	Forestry	470		1
SF	Animal Culture	11		8
SH	Aquaculture	49		158
SK	Hunting	7		2
TA	Engineering	14		21
TC	Hydraulic Engineering	42		197
TD	Environmental Technology	1188	116	214
TK	Electrical Engineering	486		21
TL	Motor Vehicles. Aeronautics	54		3
TN	Mining Engineering. Metallurgy	789	10	13
TP	Chemical Technology	794	1	21
TR	Photography	39		8
UG	Military Engineering	8		2
V	Naval Science	42		4
VK	Navigation	180	14	21
VM	Naval Architecture	245	8	18
Z	Books in general. Bibliography			22

COLLECTION DEVELOPMENT POLICY STATEMENT

MATHEMATICS AND PHYSICS

Sherry Chang
September 1991

Person Responsible for Selection: Sherry Chang

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: Primary materials are housed in the Math/Physics Library on C floor of the Graduate Physics Building. The Engineering Library contains substantial holdings in mathematics and physics. The Chemistry Library, Earth and Space Sciences Library, Biology Library and Melville Library (in decreasing order) also contain some materials.

2. Estimate of Holdings: Math/Physics Library only.
Monographs: 44,500 (7/12 Mathematics)
Bound Journals: 33,000 (1/2 Mathematics)
Current Periodicals Subscriptions: 347

Call # range	No. of titles	Subject
QA1		Periodicals
QA3-4		Collected Works
QA5-74		Logic, Education, Gen History
QA9-10	390	Logic
QA11	195	Teaching
QA21-35	325	History
QA37-39	390	Early or Elementary Textbooks
QA40-70	165	Ref. table
QA70-78	260	Computer
QA90-145	260	Popular Math, Arithmetic
QA146-266	650	Algebra (gen graph theory, homological algebra)
Except for the following special categories:		
QA171	650	Group Theory
QA201-255	260	Theory of Equations
QA241-247	815	Number Theory
QA248	230	Set Theory
QA251-252	295	Lie algebras, commutative alg.
QA253-260		Linear algebra
QA261-265	260	Vectors, linear programming
QA266	130	Abstract algebra
QA269	130	Game Theory
QA273	650	Probability
QA247	260	Stochastic Processes
QA276-279	1075	Statistics
QA280-299	455	Numerical Analysis
QA300	260	Mathematical Analysis (general)

QA303-319	585	Calculus
QA320-329	780	Functional analysis, operator theory
QA330-369	1040	Complex analysis, Riemann surface
QA370-379	1235	Differential equations
QA380-387	165	Lie groups
QA401	195	Mathematical physics
QA402	780	Control theory, Optimization
QA403-430	325	Harmonic analysis, fourier series, Bessel's function (tables)
QA431-439	360	Difference equations, operational calculus, calculus of tensors
QA440-560	585	General Geometry
Except for the following special categories:		
QA564-585	325	Algebraic Geometry
QA611-613	715	Algebraic & differential topology
QA614	260	Dynamical systems, Ergodic theory
QA640-699	555	Differential Geometry
QA800-899	585	Analytic Mechanics Dynamics
QA900-	715	Fluid dynamic elasticity vibration

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research of the departments of Applied Mathematics, Mathematics and Physics through and beyond the doctoral level. Also supports students and research programs of Chemistry, Engineering, Computer Science, Biology, Economics, Earth and Space Sciences, Philosophy and Continuing Education.

2. History and Special Strengths of Collections: In 1970, the Mathematics Library was separated from the Math/Physics Library (a reading room not staffed by professional librarians) to accommodate the departments of Mathematics and Applied Mathematics which were moved to South Campus temporarily for a few years. Sherry Chang was assigned to the Mathematics Library and, in consultation with faculty members from the two departments, began to develop the mathematics collection. In the mid-1970s the Department of Applied Mathematics started a graduate program of statistics. Mathematical statistics were collected to support research in the Mathematics department and in the Economics Department. After being moved to different locations in the Main Library, the Mathematics collection was merged with Physics again in 1976. A new Math/Physics Library was established in the newly finished Math/Physics Tower, the present location. Sherry Chang has been the Math/Physics Librarian since that time.

The librarian has worked closely with faculty of the departments of Applied Mathematics, Mathematics, and Physics to build a collection strong in algebra, geometry, differential equations, dynamics, elementary and particle physics, theoretical physics, solid state physics, and high level mathematical statistics.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:
a) Level of Treatment: Standard statement.
b) Intellectual Parameters: The Math/Physics Library collects materials on basic mathematics, physics, and statistics. The collections of other Stony Brook Libraries supplement the collection of the Math/Physics Library. The Chemistry Library collects chemical physics; the Engineering Library collects some applied mathematics and applied physics; the Computer Science Library has holdings in operations research; the Earth & Space Sciences Library collects astrophysics and the Biology Library collects biomathematics. The Melville Library collects some basic and historical books in both fields.

2. Types of Materials: Standard statement.

3. Languages: Standard statement. There are a few Russian journals on subscription but most foreign language journals are purchased in English translation.

4. Chronological Guidelines:
a) Historical emphases or limitations: No limitations.
b) Current and retrospective collecting: Standard statement.

5. Geographical Guidelines:
a) Geographical emphasis: Research in basic mathematics and physics carried on mostly in advanced nations of the world.
b) Origin of publications: primarily United States, Western Europe, Canada, Japan, and Soviet Union; secondarily India, Australia, China. Most of our publications are printed in English.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

Subjects	ES(M/P)	CL	DL	Notes
Mathematical Logic	2(1)	1	1	Melville
Computer Science, Electronic Data Processing	4(1)	1	1	Comp
Elementary Mathematics	2(1)	1	1	Melville
Algebra, incl Machine & Game Theory	3(3)	3	3	
Probabilities	4(3)	3	3	Eng

Analysis, incl Analytical Methods connected with physical problems	4(4)	4	4	Eng
Geometry, Trigonometry, Topology	4(4)	4	4	
Analytical Mechanics	4(3)	3	3	Eng
Weights and Measures	3(3)	3	2	Eng
Descriptive & Experimental Mechanics	3(2)	2	2	Eng
Atomic Physics. Constitution and properties of Matter, incl Quantum Theory, Solid-state Physics	4(3)	3	4	Eng
Sound. Acoustics	4(3)	3	3	Eng
Heat	3(2)	2	2	Chem, Eng
Light. Optics, incl Spectroscopy, Radiation (general)	4(2)	2	2	Chem
Electricity and Magnetism	4(4)	4	4	Eng
Nuclear & Particle Physics. Atomic Energy. Radioactivity	4(4)	4	4	
Geophysics. Cosmic Physics	4(2)	2	2	ESS
Geomagnetism	3(1)	1	1	ESS
Meteorology. Climatology	3(1)	1	1	ESS

COLLECTION DEVELOPMENT POLICY STATEMENT

MUSIC

Daniel W. Kinney
September 1995

Person responsible for selection: Daniel W. Kinney

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Music materials are housed in the Music Library and the Music Library Audio Center. Some music materials are located in the Special Collections department of the Library.

2. Estimate of holdings:

Books and printed music: 65,021 volumes
Microforms: 8,977
Sound recordings: 27,353
Slides: 100
Videorecordings: 286
CD-ROMs (including multimedia): 16
Current serials: 199

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support the Music department's teaching curriculum and the research needs of faculty and students. The Music department offers a B.A. in music; an M.A. in music history, theory, or composition; an M. Music and D.M.A. in musical performance; and a Ph.D. in music history, theory, or composition. In addition, the collection is used by the large number of students enrolled in introductory music history and theory courses. The collection also supports the annual Bach Aria Festival and Institute, interdisciplinary research by faculty and students in the humanities and social sciences, and the needs of the university community as a whole.[1]

2. History and Special Strengths of the Collection: The Music Library was established as a separate unit in 1975. From 1975 to 1978, the year in which the Ph.D. program in music history began, the collection of books and printed music grew from an estimated 16,000 volumes to 31,000 volumes, and the Music Audio Center's collection increased from 8,000 to 10,000 sound recordings. Growth of the collection was helped by supplemental funding for acquisitions provided by the Academic Vice Provost. Although the print collection was augmented by the purchase of the

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[1]Based on a statement written by Judith Kaufman, 1987. Used with permission.

Theodore Chandler Collection, the library has never been able to fund an active program of purchasing retrospective and antiquarian music materials. Instead, the acquisition of microforms and microform sets has been an important means of strengthening the collection and providing the historical depth necessary to support graduate and faculty research. The collection includes microforms of music manuscripts and early printed music as well as dissertations, periodicals, and treatises. Donations of sound recordings from Ralph Satz and Paul Baumgarten greatly enhanced the library's collection of LPs.

The Special Collections department houses the records of the Suffolk Symphonic Society (1966-1979) and the Performing Arts Foundation (1966-1982) and the papers, manuscripts, etc. of composers Michael Edwards, Philip James, and Isaac Nemiroff. Other music materials in Special Collections include scores that belonged to the conductor Laszlo Halasz, a small collection of vocal scores of nineteenth-century French operas (some signed and/or inscribed), rare books and treatises on music, and a number of autographed scores. Stony Brook acquired part of the library of the cellist Stefan Auber in 1986 (the New York Public Library was also given part of his collection). Autographed scores from the Auber Collection are kept in Special Collections; the remainder of the collection is in the Music Library. The Music Library serves as the archive for master tapes of performances of Stony Brook ensembles and doctoral recitals.

The library has almost 300 current subscriptions to journals and other serials devoted to all aspects of musicology and the study of vocal and instrumental music, as well as bibliographical and discographical reference works. The acquisition of printed music is aided by approval plans with Otto Harrassowitz (for European imprints) and European-American Music (for North American imprints). Standing orders for the complete works of individual composers, historical sets, and monuments of music are handled by Harrassowitz, European-American Music, or Neuwerke. University press publications and the publications of certain trade publishers (e.g., De Capo, Schirmer, W.W. Norton, etc.) are obtained through the Libraries' domestic approval program. The approval plans with Harrassowitz and European-American Music, which began in 1983 and 1985 respectively, were designed by Judith Kaufman. The parameters of the domestic approval plan were established in 1991 by Joyce Clinkscales. The Music Library's collection development goals have been guided in part by a list of twentieth-century composers whose works are collected comprehensively (see Appendix).

The criteria for collecting sound recordings and videorecordings correlate with the collection development goals and levels of collecting for print materials. The library acquires recorded performances of works contained in the score collection whenever possible. Both western and non-western

musical traditions are represented in the library's collection of sound recordings, which includes recordings of art music, jazz, popular music, and world music. The video collection consists mostly of recordings of concerts, operas, master classes, and music from around the world.

In response to recent developments in the Music department's curriculum, the library has increased its collection development activities in ethnomusicology, popular music, and music theory; at the same time, the library has continued to collect in its traditional areas of strength, medieval and nineteenth- and twentieth-century music.

C. GENERAL COLLECTION GUIDELINES

1. Treatment of Subject:
   a. Level of treatment: Standard statement.
   b. Intellectual parameters: Standard statement.

2. Types of materials: Monographs, monographic series, periodicals, scores (study scores and full scores), performing parts for solo and chamber music, microfilm (35mm), microfiche, facsimilies of manuscripts and early printed music, theses and dissertations (photocopies and microforms), sound recordings (compact discs and tape cassettes), videocassettes, laser video discs, software, interactive multimedia.

Types of materials excluded: The approval plans exclude the following types of publications: textbooks, works that are popular treatments of a subject, didactic materials for single instruments, exercise or technique books, arrangements of works (unless arranged by the original or a well-known composer), individual art songs, music for accordion and saxophone, music for recorder ensemble, piano reductions (for non-vocal works) of incidental music and ballets, musical comedies. Octavo and sheet music editions are generally excluded as are reprints and unchanged new editions, unless the earlier edition was published before 1970. The sound recording collection does not include 78s, and LPs are no longer being collected due to space limitations.

3. Languages: English, French, German, Italian, and Latin are the principal languages of the print collection. Materials in other languages (e.g., Scandinavian and Slavic languages, etc.) are collected selectively. Scores and sound recordings are collected for the value of the music and recorded performance regardless of the language of the text and accompanying material.

4. Chronological Guidelines: No restrictions, but emphasis is placed on the music of the Middle Ages and the nineteenth and twentieth centuries.

5. Geographical Guidelines: Worldwide, although until recently the music of Europe and American was emphasized. Most library materials are published in the United States and Europe; some acquisitions are obtained from Japan.

Citations of Works Describing the Collection:

Directory of Research Libraries. RISM, Series C, vol 1. Kassel: Barenreiter, 1983.

Kaufman, Judith. "Bibliographic Aids for Works of J.S. Bach," Cum Notis Variorum 97 (November 1985): 7-9.

Krummel, D.W. and others. Resources in American Music History: A Directory of Source Materials from Colonial Times to World War II. Urbana: University of Illinois Press, 1981.

LC Class	Subject	EL	CL	DL
M	Music Compositions: Sheet Music, Collections			
2-2.3	Collections of musical sources	4	4	4
3-3.1	Collected works of individual composers	4	4	4
	INSTRUMENTAL MUSIC			
6-175	Solo instruments	3	3	3
176	Instrumental music for motion pictures	1	1	2
176.5	Instrumental music for radio and television	0	1	2
177-986	Music for two or more solo instruments	3	3	3
990	Chamber music for instruments of the 18th century and earlier	2	3	3
1000-1075	Orchestra	3	3	3
1100-1160	String orchestra	3	3	3
1200-1269	Band	2	2	2
1270	Fife (bugle) and drum music, field music, etc. (including fanfares)	1	1	1
1350-1353	Reduced orchestra	1	0	0
1356-1362	Dance orchestra and instrumental ensembles, orchestras of plectral instruments, accordion band	0	0	0
1366	Jazz ensembles	2	2	2
	Recordings of jazz ensembles	3	3	3
1375-1420	Instrumental music for children	1	1	1
1450	Dance music			
1470	Chance compositions	3	3	3
1473	Electronic music	2	3	3
	Recordings of electronic music	3	3	3
1490	Music, printed or copied in manuscript, before 1700 (e.g., reprint eds.)	2	2	2

	VOCAL MUSIC			
	Secular vocal music			
1500-1527.8	Dramatic music	3	3	3
1528-1529.5	Duets, trios, etc. for solo voices	3	3	3
1530-1546.5	Choruses with orchestra or other ensemble	3	3	3
1547-1600	Choruses, part-songs, etc., with accomp. of keyboard or other solo instrument or unaccompanied	3	3	3
1608	Choruses, etc. in tonic sol-fa notation	0	1	1
1609	Unison choruses with or without accomp. of every kind	3	3	3
1610	Cantatas, choral symphonies, etc. for unaccomp. chorus	3	3	3
1611-1624.8	Songs for one voice	3	3	3
1625-1626	Recitations, gesprochene Lieder, with accomp.	3	3	3
1627-1853	National music			
1900-1980	Songs (part and solo) of special character			
1990-1998	Secular music for children	2	1	1
1999	Collections			
2000-2007	Oratorios	3	3	3
2010-2017.7		1	1	1
2018-2019.5	Duets, trios, etc. for solo voices	3	3	3
2020-2036	Choruses, cantatas, etc.	3	3	3
2060-2101.5	Choruses, part-songs, etc. accomp. of keyboard or other solo instrument or unaccomp.	3	3	3
2101-2114.8	Songs for one voice	3	3	3
2115-2146	Hymnals	2	1	2
2147-2188	Liturgy and ritual	2	2	2
2190-2196	Sacred vocal music for children	1	0	0
2198-2199	Gospel, revival, temperance, etc. songs	0	0	0
	LITERATURE ON MUSIC			
ML				
35-38	Festivals. Congresses	3	3	3
40-44	Programs	1	1	1
	Recordings of performances of Stony Brook faculty, students, and ensembles (with printed programs)	5	5	5
48-54.8	Librettos	3	4	4
90	Writings of musicians	3	4	4
93-97	Manuscripts, autographs, etc. (facsimilies and microforms)	3	4	4
100-109	Dictionaries. Encyclopedias	4	4	4
111-158	Bibliography	4	4	4

	History and Criticism			
	Special periods			
162-169	Ancient	2	3	3
170-190	Medieval	4	4	4
193	General works	4	4	4
194	1600-1700	4	4	4
195	1800-1900	4	4	4
196	1900-	4	4	4
	By region or country			
198-239	America	3	3	3
240-325	Europe	3	3	3
330-345	Asia	2	3	3
350-350.5	Africa	2	3	3
385-429	Biography	4	4	4
430-455	Compositions	4	4	4
457	Interpretation. Performance practice.	4	4	4
458	Conducting (former class: ML457)	2	3	3
	Instruments and instrumental music			
459	Periodicals. Societies. Serials	0	0	2
459	General	0	2	2
460-462	Catalogs of musical instruments, collections, and exhibitions	3	3	3
465-469	Special periods	3	3	3
	By region or country			
475-486	America	1	3	3
489-522	Europe	2	3	3
525-541	Asia	2	3	3
544	Africa	1	3	3
549-1040	Instruments	3	3	3
1050-1091	Mechanical and other instruments	2	2	2
1055	Phonograph. Sound recordings	2	3	3
1092	Electronic instruments	3	4	4
1093	Computers as musical instruments	1	4	4
1100-1165	Chamber music	3	3	3
1200-1270	Orchestral music	3	3	3
1300-1354	Band music	2	2	2
1400-1460	Vocal music	3	3	3
1499-1554	Choral music	3	3	3
1600-2881	Secular vocal music	3	3	3
2900-3275	Sacred vocal music	3	3	3
3300-3354	Program music	2	2	2
3400-3465	Dance music	2	2	3
3469-3541	Popular music (including jazz and rock music)	3	3	4
3544-3776	National music (including folk and ethnic music)	3	3	3
3785	Musical journalism, etc.	2	3	3
3790	Music industry	3	3	3
3795	Musical life (e.g., social and economic conditions)	3	3	3

3797-3798	Musicology	3	3	4
3800-3923	Philosophy and physics of music (including psychology, aesthetics, and criticism)	3	3	4
3930	Literature on music for children	1	1	1
	MUSICAL INSTRUCTION AND STUDY			
MT				
2-5	History and criticism	3	4	4
6-7	Music theory	4	4	4
20-32	Special methods	2	2	2
40-67	Composition	4	4	4
68	Improvisation. Accompaniment. Transposition	4	4	4
70-71	Orchestra and orchestration	4	4	4
73	Band and instrumentation for band	2	2	2
90-145	Analytical guides, etc. (hermeneutics)	4	4	4
150	Guides	3	3	3
170-722	Instrumental techniques	3	3	3
728	Chamber music instruction & study	2	3	3
730	Orchestral instruction and study	2	3	3
733-733.6	Band instruction and study	2	2	2
740-810	Instruction and study for children	0	0	0
820-893	Singing and voice culture	4	4	4
898-949	Techniques for children	2	0	0
955-960	Musical theater (operas, musical comedies, etc.)	3	3	3

APPENDIX
Twentieth-Century Composers
Opera Omnia Desiderata

Adams, John
Albright, William
Amy, Gilbert
Arel, Bulent
Babbitt, Milton
Barber, Samuel
Barraque, Jean
Bartok, Bela
Berg, Alban
Berger, Arthur
Berio, Luciano
Bernstein, Leonard
Birtwistle, Harrison
Bloch, Ernest
Bolcom, William
Boulez, Pierre
Britten, Benjamin
Brown, Earle
Busoni, Ferruccio
Cage, John
Cardew, Cornelius
Carter, Elliott

Coleman, Ornette
Copland, Aaron
Cowell, Henry
Crawford (Seeger), Ruth
Crumb, George
Dallapiccola, Luigi
Davidovsky, Mario
Davies, Peter Maxwell
Debussy, Claude
Del Tredici, David
Delius, Frederick
Druckman, Jacob
Dutilleux, Henri
Elgar, Edward
Etler, Alvin
Falla, Manuel de
Faure, Gabriel
Feldman, Morton
Ferneyhough, Brian
Foss, Lukas
Franck, Cesar
Gershwin, George
Gideon, Miriam
Ginastera, Alberto
Globokar, Vinko
Goehr, Alexander
Harbison, John
Harris, Roy
Harrison, Lou
Henze, Hans Werner
Hindemith, Paul
Holst, Gustav
Honegger, Arthur
Imbrie, Andrew
Ives, Charles
Janacek, Leos
Kagel, Mauricio
Kodaly, Zoltan
Krenek, Ernst
Layton, Billy Jim
Lessard, John
Lewin, David
Ligeti, Gyorgy

Lutoslawski, Witold
Maderna, Bruno
Mahler, Gustav

Martino, Donald
Martinu, Bohuslav
Messiaen, Olivier
Milhaud, Darius

Nancarrow, Conlon
Nemiroff, Isaac
Nono, Luigi
Partch, Harry
Penderecki, Krzysztof
Perle, George
Prokofiev, Sergei
Rachmaninoff, Sergei
Ravel, Maurice
Reich, Steve
Reynolds, Roger
Rochberg, George
Ruggles, Carl
Rzewski, Frederic
Satie, Eric
Schoenberg, Arnold
Scriabin, Alexander
Schuller, Gunther
Semegen, Daria
Sessions, Roger
Shapey, Ralph
Shostakovich, Dmitrii
Sibelius, Jean
Silver, Sheila
Stockhausen, Karlheinz
Strauss, Richard
Stravinsky, Igor
Subotnick, Morton
Takemitsu, Toru
Thomson, Virgil
Tower, Joan
Varese, Edgar
Vaughan Williams, Ralph
Villa Lobos, Heitor
Webern, Anton von
Weill, Kurt

Winkler, Peter
Wolpe, Stefan
Wuorinen, Charles
Xenakis, Iannis

COLLECTION DEVELOPMENT POLICY STATEMENT

PHILOSOPHY

Helene Volat
September 4, 1987

Persons responsible for selection: Helene Volat

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: The Philosophy collection is housed in the Melville Library. The Philosophy Department also has its own departmental library housing approximately 10,000 volumes. It is funded by donations and a Stony Brook Foundation and is operated by members of the Philosophy Department.

2. Estimate of holdings: The total number of titles in the B, BC, BD, BH and BJ classes is 18,246. The total number of volumes in these classes, using the formula 1 = 1.5 volumes is 27,369.

Number of current serials: 148

Call no. range	No. Titles	Subject
B 1-68	1010	Philosophy: Periodicals, Societies, Congresses, etc.
B. 69-789	3235	Philosophy: History and Systems, Ancient through Renaissance
B 790-5739	9115	Philosophy: History and Systems, Post-Renaissance
BC	901	Logic
BD	1985	Speculative Philosophy
BH	579	Aesthetics
BJ 1-1800	1431	Ethics

B. DESCRIPTION OF THE COLLECTION

1. Purpose: The primary purpose of the collection is to support undergraduate and graduate teaching at the B.A., M.A. and Ph.D levels (the Philosophy Department also offers the Master's Program in Philosophical Perspectives in addition to the M.A. and

Ph.D) as well as research in philosophy. The collection also supports programs and research in English, French, Italian, Spanish literatures, Psychology, Religious Studies, the Social and Natural Sciences, Linguistics, Comparative Literature and Art, at either the M.A. or Ph.D levels. In fact, the Philosophy collection plays a similar role as the History collection in supporting major programs of the University.

2. History and Special Strengths of the Collection: The Philosophy collection has always benefited from the strong and unrelenting support of the faculty and there has always been a close interaction with the various subject specialists in the field as regards selection and acquisition. There is a strong emphasis in the Department on Continental Philosophy (and literary theory) and the collection is particularly good in that field. In addition, the Philosophy Department is a very active department, ranking highly nationally, with an exchange program with the University of Paris VII and several visiting Professors coming to teach every year (Claude Lefort in 1986, Otto Poggeler in 1987 and Julia Kristeva in 1988).

C. GENERAL COLLECTION GUIDELINES

1. Treatment of Subject:

a) Level of Treatment: Primary philosophical texts in English (including translations into English), Western European languages, (German philosophy is acquired through the Harrassowitz Approval Plan) as well as Greek and Latin. Studies in philosophy in English (including English translations), selectively in French and German, occasionally in Italian and Spanish. Translations from other languages into French and German will be acquired, if English translations are not available.

b) Intellectual parameters: The philosophy allocation is used to support teaching and research of the Philosophy Department as described in B.1. The Philosophy selector consults regularly with selectors in all disciplines mentioned in B.1. to make sure that cross-disciplinary coverage is adequate.

2. Type of materials: Monographs, periodicals and serials, including the publications of philosophical societies and the proceedings of conferences, etc. Theses and dissertations, including those available from commercial publishers, are bought very selectively. Multi-volume sets of more than 10 volumes, published over several years, will be placed on standing order provided that such orders can be cancelled whenever budgetary considerations require such action. Dictionaries and bibliographies, except author bibliographies are acquired by the Reference Department.

3. Languages: English, Western European languages (German, French, Italian, Spanish) as well as Greek and Latin, as described in C.1.a).

4. Chronological guidelines

a) Historical emphasis or limitation: No limitations>
b) Current and retrospective collecting: Standard statement

5. Geographical guidelines

a. Geographical emphasis or limitation: No limitations, but emphasis on the United States, and Western Europe.

D. Detailed list of subject descriptors for collection with collecting levels.

SUBJECT	E.S.	C.L.	D.L.
Western Philosophy	3	4	4
Greek and Graeco-Roman philosophy	3	4	4
Alexandrian and Christian philosophy	2	3	3
Renaissance	3	3	3
17th Century	4	4	4
18th Century	4	4	4
19th Century	4	4	4
20th Century	4	4	4
Special topics			
Deconstruction	4	4	4
Dialectics	4	4	4
Empiricism	4	4	4
Existentialism	4	4	4
Idealism, Transcendentalism	4	4	4
Logical positivism	4	4	4
Mysticism	3	3	3
Phenomenology	4	4	4
Positivism	4	4	4
Pragmatism	4	4	4
Logic	4	4	4
Speculative Philosophy			
Metaphysics	4	4	4
Epistemology, Theory of knowledge	4	4	4
Cosmology (Teleology, Space and time, Atomism	3	3	3
Methodology	3	3	3

Aesthetics	4	4	4
Ethics	4	4	4
Philosophy of science	3	3	3
Non-western philosophy	3	3	3
Major individual philosophers			
Ancient	4	4	4
Aristoteles	4	4	4
Plato	4	4	4
Medieval	3	3	3
Cusanus	3	3	3
Thomas Aquinas	4	4	4
Renaissance	3	3	3
Erasmus	3	3	3
Marsilio Ficino	3	3	3
Giordano Bruno	3	3	3
17th Century	4	4	4
Bacon	4	4	4
Descartes	4	4	4
Hobbes	4	4	4
Leibniz	4	4	4
Spinoza	4	4	4
18th Century	4	4	4
Berkeley	4	4	4
Hume	4	4	4
Kant	4	4	4
19th Century	4	4	4
Hegel	4	4	4
Nietzsche	4	4	4
Schopenhauer	4	4	4
20th Century	4	4	4
Heidegger	4	4	4
Husserl	4	4	4
Wittgenstein	4	4	4
Merleau-Ponty	4	4	4
Sartre	4	4	4
Foucault	4	4	4
Ricoeur	4	4	4
Derrida	4	4	4

COLLECTION DEVELOPMENT POLICY STATEMENT

POLITICAL SCIENCE

Jai Yun
September 1995

Person responsible for selection: Jai Yun

A. Location and Size:

1. Location of Materials: The stacks of the Melville Library are the repository for materials in political science. The Reference Department keeps materials in political science for its reference use. The Documents Section and the Microform Room of the reference Department hold perhaps the largest collection in political science, although the majority of their collection has not been represented in the official catalogs of the Library. Because of their vast number of titles and volumes either in microformat or in print and their particular ways of organizing materials, the value and significance of the collection of these two sections have often been overlooked in locating and measuring the size of collection for the subject areas of political science in particular and for the other subject areas of social science in general.*

2. Estimate of Holdings: As noted above, no estimate of holdings in political science is possible because of materials in various formats and their particular organization schemes. The bulk of the holdings of the Documents Section and the Microform Room has not been cataloged in such a way as to be reflected in the official catalogs of the Library and their holdings are not included in the estimate below. However, it should be noted that the library's holdings of the materials in political science are the strongest among other subject areas of social science when the holdings in the stacks of the Melville Library, the Documents Section and the Microform Room are counted together in the estimate. Due to the fact that the Library is a depository library for the U.S. federal government, New York State, the United Nations and other government agencies' publications through free depository arrangements and the Library's own acquisition plan (microprint), the library holds the strongest collection for the period of post-1945 to date. In fact, the strength of the collection of these two sections depends upon how the materials are retrieved and used by patrons of all levels.

* See also the Collection Development Policy Statements of the Documents Section and the Microform Room.

The following estimate has been made based on the actual measurement of the library's shelf list and the shelf list contains only the titles catalogued. Please note that the estimate is in the number of titles, not the volumes. Often one title holds several hundred volumes as, for example, in periodicals/serials. Also, it should be noted that the holdings in economics, sociology, history and other subject areas of social science should be included in estimating the overall size of holdings in political science. In social science, collection in one disciplines also provides materials for other disciplines and it has been a trend that more and more interdisciplinary academic and research programs are created and offered in social science and thus it tends to obscure a disciplinary boundary.

Call no. Range	No. of Titles	Subject
	(As of May 1, 1987)	
J 1-981	500	General serials documents such as official gazettes, Presidential messages and other executive documents, etc.
JA	2100	Collections and general works
JC 0-310	1750	Political theory
JC 311-628	1650	Nationalism, National governments
JF 201-2112	875	Organization and function of governments. Political parties
JK	5350	U.S. federal governments
JL	1575	Latin American governments
JN	4625	European governments
JQ	1800	Governments of Africa, Asia, Australia, Oceania
JS	1650	Local governments
JV	1100	Colonies and colonization
JX 0-5811	5375	International law. International politics and organizations
K 0-7720	2550	Philosophy and theory of law. Conflict of laws
KD 0-9500	1025	Law of UK
KE	150	Law of Canada
KF	6850	Law of U.S. (federal)
KFA		
KFC		
KFW	710	Law of state and local governments (U.S.)
KFX		
KFZ		

U 0-897	1650	Military service
UA	2300	Military policy and defense
UB	600	Military organization
UG	625	Chemical warfare, air warfare
V	250	Naval science
VA	225	Naval politics
VK	350	Merchant marines
VM	375	Shipbuilding
Total:	45,403	68,104 volumes

Number of current subscriptions 162

B. Description of Collection:

1. Purpose: As one of the major academic departments of the university, the Department of Political Science offers B.A., M.A., and Ph.D. degrees in all phases of political science. The programs on American politics and the politics of New York State have been traditionally strong. Monographs, periodicals/serials and government publications of all levels in all formats are collected as already noted in A.2 above.

2. History and Special Strength of Collection: No particular mention is made as to the history of collection except that the library has been the largest depository on Long Island of primary sources of information generated from U.S. federal and New York state governments and the United Nations and its specialized agencies for the period of post-1945 to date.

C. General Collection Guidelines:

1. Treatment of Subject: General Standard Statement of the Library applies. Text Books are not collected unless reuqested. Scholarly treatment of any subject areas of political science and related interdisciplinary programs such as Management Studies and Decision Science are widely collected, particularly those from university presses, research organizations and institutes (the U.S., the UK, Canada and Western Europe).

2. Types of Materials: General Standard Statement of the Library applies.

3. Languages: General Standard Statement of the library applies.

4. Chronological Guideline:

a. Historical emphasis or limitation: No limitations, however, emphasis on twentieth century politics.

b. Current and retrospective collecting: General Standard Statement of the Library applies.

5. Geographical Guidelines:

a. Geographical emphasis: emphasis on U.S., Western Europe, Northeast Asia, Eastern Europe and the USSR, Latin America, the Middle East, Africa and Southeast Asia in order of importance. No limitation of subject content.

b. Publications in English, German, French and Spanish in order of preference.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels

In political science, a detailed list of subject descriptors would be impossible because of the fact that any activity of government of any level represents all phases of human endeavor in the form of national life. For instance, there would be no clear-cut boundary between politics and economics, national politics and international politics, and no precise subject descriptor is available to represent detailed subject areas in political science. However, efforts have been made in breaking down the subjects as much as possible as far as American politics is concerned. For other areas of the world, the word "politics" is used to broadly represent the activities of national governments.

Subjects	Collecting Levels		
	ES	CL	DL
Political theory	4	4	5
Political parties, Election/electoral college (U.S. national)	4	4	5
U.S. Governatorial politics and election (except New York State)	3	3	4
New York State politics/election	4	4	5
New York metropolitan area politics/election (including Nassau/suffolk Counties)	4	4	5
New Jersey/Connecticut politics/election	4	4	5
U.S. Congressional politics (legislative politics)	4	4	5
New York State legislative politics	4	4	5
New York metropolitan area legislative politics (including Nassau/Suffolk Counties)	4	4	5
U.S. federal judiciary	4	4	5

New York state judiciary	3	3	5
U.S. constitutional law and history	4	4	5
U.S. national government (executive)	4	4	5
New York State government (executive)	4	4	5
New York City government, Nassau/Suffolk county governments	4	4	5
U.S. international politics	4	4	5
Western European politics	4	4	5
Eastern European politics	3	4	5
U.S.S.R. politics	4	4	5
Northeast Asian politics (Japan, China, etc.)	3	4	5
Middle East politics	4	4	5
Latin American politics	4	4	5
African politics and history	3	3	4

COLLECTION DEVELOPMENT POLICY STATEMENT

PORTUGUESE

Amelia Salinero
September 1995

Person responsible for selection: Amelia Salinero

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most of the materials are in the main stacks of the Melville Library. Rare and valuable materials are in Special Collections.

2. Estimate of holdings:

	titles	volumes
PQ9000-9999	3775	4575

Number of current subscriptions: 4

Call # range	Subject	No. of titles
PQ 9000-9479	Portuguese Literature	750
9000-9189	Portuguese Literature: History, Criticism	
9191-9255	Portuguese Lit. to 1700	
9261-9288	Portuguese Lit. since 1700	
9400-9479	Portuguese Lit.: Provincial and in Europe, U.S., Canada	
PQ 9500-9699	Brazilian Literature	2900
PQ 9900-9999	Literature of Lusophone countries in Africa and Asia	125

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research of Portuguese language and the literatures of Portugal, Brazil and Lusophone African countries by the Hispanic Languages and Literature department. The collection also supports teaching and research in other departments, i.e., History and Anthropology.

2. History and Special Strengths of the Program: The Hispanic department only recently added Portuguese to the list of languages accepted in fulfillment of the language requirement for the doctorate. In addition to proficiency in Spanish and English, the Ph.D. student is required to demonstrate a reading knowledge of (a) French and (b) another language among Latin, Portuguese, Italian, German and another language if related to the field chosen for the dissertation.

The collection supports research on Brazilian history and civilization, an interest of the History department. A new collecting area is the study of the emerging literatures of Portuguese-speaking countries of Africa.

The collection is built by purchase and gift. One notable gift is the recent donation by Professor Maria Luisa Nunes of her personal library.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of subject:

a. Level of treatment: Literary texts in the original Portuguese, encompassing all its dialects. Studies on Portuguese linguistics and the literatures of Portugal, Brazil and other Lusophone countries written in Portuguese, Spanish, English and, selectively, in other languages as deemed appropriate by selector and the Department. Translation of literary works originally written in Portuguese (in all its variants) are the collecting responsibility of Comparative Studies.

b. Intellectual parameters: The collection supports the teaching and research of the Hispanic Languages and Literature department and other departments as described above (see B.1.)

2. Types of materials: Standard statement.

3. Languages: Portuguese and, selectively, other languages (see C.1.a.).

4. Chronological guidelines:

a. Historical emphases or limitations: Portugal, Medieval period to 20th century; Brazil and other Portugues-speaking countries, 17th-20th centuries.

b. Current and retrospective collecting: Standard statement.

5. Geographical guidelines:

a. Geographical emphasis or limitations: Emphasis on Brazil, Portugal and Portuguese-speaking countries.

b. Origin of publications: Most publications are from Brazil, Portugal and other Portuguese-speaking countries.

D. Detailed list of Subject Descriptors for Collection with Collecting Levels.

LC CLASS	SUBJECT	COLLECTING LEVELS ES	CL	DL
PQ 9000-9189	Portuguese Lit., History Criticism	1	2b	3
PQ 9191-9255	Portuguese Lit. to 1700	1	2b	3
PQ 9261-9288	Portuguese Lit. since 1700	1	2b	3
PQ 9400-9479	Portuguese Lit.: Provincial and in Europe, U.S., Canada	1	2b	3
PQ 9500-9696	Brazilian Lit. to 1700	1	3	3b
PQ 9697-9699	Brazilian Lit. since 1700	1	3	3b
PQ 9900-9999	Literature of Lusophone countries of Africa, Asia, etc.	1	2b	3b

COLLECTION DEVELOPMENT POLICY STATEMENT

PSYCHOLOGY

Min-Huei Lu
April 30, 1991

Persons responsible for selection: Min-Huei Lu
Dana Bramel

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most psychology materials are housed in the Melville Library stacks, with reference materials in the Reference Room, current issues of journals in the Current Periodicals Room and materials on microfiche or microfilm in the Microforms Area. Some related materials may be found in the Biology Library on the main campus and Health Sciences Library on the Health Sciences Campus. Due to its interdisciplinary nature, the many branches of psychology, and the Classification System of the Library of Congress, psychology books are classified with many other areas besides its original bulk location of classification "BF". Books pertinent to social psychology, family, marriage, and sexual behavior are classified in the social sciences (HM-HQ); while psychobiology, neuropsychology, comparative and physiological psychology are in the biological sciences (QH-QP); and psychoanalysis and clinical psychology in the medical disciplines (RC).

2) Estimate of holdings: Using the standard library method for estimating the size of a collection, there are about 24,475 psychology titles in the main library (not counting the Biology Library or the Health Sciences Library). The total number of volumes in these classes, using the formula 1 title = 1.5 volumes is 36,713.

Number of current serials: 220

Call no. range	# Titles	Subject
BF 1-172	1950	General Psychology, History of Psychology
BF 173-175	1020	Psychiatry and Psychoanalysis
BF 176	50	Psychological test and testing
BF 180-210	400	Experimental Psychology
BF 231-299	250	Sensation: Aesthesiology
BF 309-499	2380	Consciousness; Cognition; Mental Ability

BF 501-593	680	Motivation; Emotion; Stress and Health
BF 608-635	80	Will; Choice; Control; Errors and Abnormalities
BF 636-637	580	Applied Psychology; Counseling and Psychotherapy
BF 660-687	150	Physiological and Comparative Psychology
BF 692-698	800	Psychology of Sex; Self; Personality
BF 699-711	120	Genetic Psychology
BF 712-724	1430	Developmental Psychology; Child Psychology
BF 725-789	230	Class Psychology; Psychology of Special Subjects
BF 795-839	50	Temperament; Character
HF 5548.8	160	Organizational and Industrial Psychology
HM 251-291	1530	Social Psychology
HQ 1-449	1800	Sexual Life
HQ 503-1064	4180	Family; Marriage; including Child Study, desertion, adultery, divorce, the aged.
HV 6080-6113	60	Criminal Psychology
RC 321-608	5355	Neurology and Psychiatry; Psychiatry and psychoanalysis
RJ 1-560	1200	Clinical Psychology; Pediatrics

B. DESCRIPTION OF COLLECTION:

1. Purpose: The primary purpose of the collection is to support the instructional and research programs of the Department of Psychology at Stony Brook. The department offers both undergraduate major and a graduate program leading to the Ph.D. (though a terminal Master's Degree is possible). The undergraduate majors could lead to either a Bachelor of Arts or Bachelor of Science degree, depending the emphasis on social sciences, humanities or on natural sciences psychoanalysis.

2. History and Special Strengths of Collection:

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:

a) Level of treatment:

b) Intellectual parameters: The Psychology allocation is used to support teaching and research of the Psychology Department as described in Purpose. The selector for Psychology consults regularly with the Psychology faculty for selection as well as selectors for Reference, Sociology, and linguistics to make sure that cross-disciplinary coverage is adequate. Some effort has also been made to coordinate selection with the Biology and Health Sciences Libraries because of the overlap in some areas of interest. Duplicate purchases are not avoided entirely, because of the large number of psychology students and the inconvenience of sending them to these branch libraries.

2. Types of materials: Monographs, periodicals and serials, including conference proceedings are being collected. Theses and dissertations including those available from commercial publishers, are bought very selectively. Bibliographies and all reference materials are acquired by the Reference Department in agreement with the Psychology selector.

3. Languages: English is preferred for undergraduates and for most graduate courses. In some cases, research materials may need to be bought in French or German.

4. Chronological Guidelines:

5. Geographical guidelines: The majority of the materials are bought in the United States, though some may be published in West or East Europe, in Japan or in Australia.

D. Detailed list of subject descriptors for collection with collecting levels indicated.

SUBJECT	EL	CL	DL
General psychology; history of psychology	3	3	3
Abnormal psychology	4	4	4
Clinical psychology	4	4	4
Experimental psychology	4	4	4
Psychiatry and psychoanalysis	3	4	4
Educational psychology	3	3	3
Social psychology	4	4	4
Sexual behavior	3	2	3
Child and family psychology	3	4	4
Physiological and comparative psychology	4	4	4
Mathematical psychology	3	3	4
Cognition and learning	4	4	4
Neuropsychology	4	4	4
Counseling and psychotherapy	3	3	4

Mental ability	4	4	4
Organizational & industrial psychology	3	4	4
Stress and health psychology	3	4	4

COLLECTION DEVELOPMENT POLICY STATEMENT

RELIGIOUS STUDIES

Donna Albertus
September, 1995

Person Responsible for Selection: Donna Albertus

A. LOCATION AND SIZE OF THE COLLECTION

1. Location of materials: Most of the materials are in the main stacks of the Melville Library. Rare and valuable materials are in Special Collections.

2. Estimate of Holdings:

	Titles	Volumes
BL, BM, BP, BQ, BR, BS, BT, BV, BX	35,358	53,037

Number of current subscriptions: 83

Call # range	Subject	Number of Titles
BL	Religion	4,980
BM	Judaism	3,900
BP	Islam, Bahaism, Theosophy, etc.	875
BQ	Buddhism	500
BR	Christianity	8,350
BS	The Bible	3,063
BT	Doctrinal Theology	2,700
BV	Practical Theology	2,150
BX	Denominations and Sects	8,840

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research of the Religious Studies Program (a major in the Comparative Studies Department). The department currently offers courses leading to the B.A. in Comparative Studies. The collection contains materials that also support students and research in such programs as Anthropology, Art History, English, Linguistics, Philosophy, Sociology, and History.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:
   a. Level of treatment: Standard statement.
   b. Intellectual parameters: The collection supports the teaching and research of the English Department as described in Purpose above.

2. Types of Materials: Standard statement.

3. Languages: Standard statement.

4. Chronological Guidelines:
   a. Historical emphases or limitations: no limitations.
   b. Current and retrospective collecting: on a very limited basis.

5. Geographical Guidelines:
   a. Geographical emphasis or limitation: Emphasis on Middle East, Asia.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

LC Class	Subject	Collecting Levels ES	CL	DL
BL1-2790	Religions	2	2	3
1000-2370	Hinduism	3	3	3
2400-2490	African Religions	2	2	2
BM1-990	Judaism	2	3	3
BP1-610	Islam, Bahaism, Theosophy, etc.	1	1	2
BQ1-9800	Buddhism	2	2	2
BR1-1725	Christianity	3	3	3
BS1-2970	The Bible	3	3	3
BT10-1480	Doctrinal Theology	1	1	1
BV1-5099	Practical Theology	1	1	1
800-4795	Roman Catholicism	3	3	3
4800-9999	Protestantism	3	3	3

COLLECTION DEVELOPMENT POLICY STATEMENT

RUSSIAN LANGUAGE AND LITERATURE

Helene Volat
August 21, 1987

Person responsible for selection: Helene Volat

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: The Russian collection is housed in the main stacks of the Melville Library.

2. Estimates of holdings: The total number of titles in the PG class is 5,531. The total number of volumes in these classes using the formula 1 title = 1.5 volumes is 8,296.

Number of current serials: 38

Call no. range	No. titles	Subject
PG 1-489	200	Slavic philology: general
PG 500-585	50	Slavic literature: general
PG 601-799	50	Church slavic
PG 2001-2850	706	Russian Language
PG 2900-3155	940	Russian literature: History and criticism
PG 3200-3299	300	Russian literature: Collections
PG 3300-3490	3200	Russian literature: individual authors
PG 3500-3560	50	Russian literature: Provincial and local
PG 3801-3998	50	Ukrainian Language and Literature
PG 7900-7948	5	Minor Slavic Dialects

B. DESCRIPTION OF THE COLLECTION:

1. Purpose: The primary purpose of the collection is to support undergraduate and graduate teaching at the M.A. and D.A. levels as well as research in Russian philology and in Russian literature (including all countries where books in Russian are published). The collection also supports undergraduate and graduate programs as well as research in Linguistics (M.A. and D.A.), Comparative Literature (M.A. and Ph.D.), Theater (M.A.) and History (M.A. and Ph.D.).

2. History and Special Strengths of the Collection: The Russian collection is certainly the poor relative among the other collection in foreign languages and was not developed systematically until 1984. Until that time there was no separate allocation (the Department of Slavic Languages and Literatures is part of the German Department) for the collection.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject

a. Level of treatment: Literature texts primarily in original Russian. Translations of literary works for introductory and survey courses in literature. Critical studies in Russian, English, and other western European languages, in particular French. Translations of advanced literary works fall within the collection area of Comparative Literature.

b. Intellectual parameters: The Russian allocation is used to support teaching and research of the Russiam Program described in B.1. The Russian selector consults regularly with the faculty for selection and review of the approval plan in Russian Language, Literature and History, with selectors in Reference, Linguistics as well as Comparative Literature to make sure that cross-disciplinary coverage is adequate.

2. Type of Material

a. Monographs, periodicals and serials, including the publications of literary societies and the proceedings of conferences, etc. Theses and dissertations, including those available from commercial publishers, are bought very selectively. New critical editions of complete works in multi-volume sets published over a period of several years will generally be acquired only if standing orders for such sets can be cancelled whenever budget considerations require such action. Language dictionaries and bibliographies, except author bibliographies are acquired by or in agreement with the Reference Department. As regards other European languages, Bulgarian, Polish, Serbo-Croatian and Czech are offered in the Department of Slavic Languages and Literature on a limited basis, mostly on the beginner and intermediate language level. However, because of the relative size of Russian studies and the minor languages, the focus must necessarily remain with Russian language and literature.

3. Languages: Russian and selectively Ukrainian, English and French as described in C.1.a.

4. Chronological guidelines:

a) Historical emphasis or limitation: None

b) Current and retrospective collecting: Standard treatment. Right now, the approval plan covers mainly new material.

5. Geographical guidelines:

a) Geographical emphasis or limitation: Russian Literature, books by and about Russian language authors from the U.S.S.R. and other countries. See 5.b.

b) Origins of publications: Because of the unusual situation of contemporary Russian literature, books from the Soviet Union, the United States, France, Israel, Canada and other countries with Russian publishers must be considered.

D. Detailed list of subject descriptors for collection with collecting levels.

SUBJECT	EL	CL	DL
Russian Language (including History, Study and Teaching)	2	2	3
Theory of Literature	3	3	3
History of Literature	3	3	3
Russian Literature			
Medieval	2	3	3
18th Century	3	3	3
19th Century	3	3	4
20th Century	3	3	4

Medieval (Chronicles, Domostroi, Slovo a polku Igoreve, Avvakuum, Daniil Zatochnik,Epifanii Premudryi,Ilarion (Metropolitan of Kiev), Kurbskii, Simeon Polotskii, Vladimir Monomakh)	2	3	3
18th Century *Derzhavin, Fonzivin, Kantemir, *Karamzin, Khemnister Maikov, Kniezhin, Lomonosov, Sumarokov, Trediakovskii	3	3	3
19th Century (1800-1870) Aksakov (S.I. and I.S.) Baratynskii, Batiushkhov, *Belinskii, Bestuzhev, Marlinskii, *Chernyshevskii, Dal, Del'vig, *dostoevskii, *Gogol, Goncharov, *Griboedov, Hertzen, Krylov, *Lermontov, Leskov,Nekrasov, Ostrovskii, Pisemskii, Saltylov-schedrin, Strakhov, Tiutchev, *Tolstoi, *Turgenev, Zhukovskii	3	3	4
Silver Age (1870-1917) Andreev, Annenskii, Bal'mont *Blok, Briusov, *Belyi, *Bunin, *Chekhov, Garshin, Gippius, *Gor'kii, Ivanov, Korolenko, Kuprin, Leont'ev, *Merezhkhovskii, Nadson, Remizov, Solov'ev, Sologub	3	3	4
20th-Century (1917-1960) Group 1 *Akhmatova, *Babel, *Bakhtin, *Bulgakov, *Chukovskii, *Tsvetaeva, *Esenin,Brin, Grossmen, Gumilev, Khlebnikov, Leonov, *Mayakovsky, *Mandel'shtam, Marshak, Nabokov, Nagibin, Olesha, *Pasternak, Pautovskii, Pil'niak, Prishvin, Shklovskii, Sholokhov, Shvarts, Tynianov, Zoshchenko	3	3	4
Group II - Traditional Socialist			

Realism School Bednyi, Ehrenburg, Fadeev Fedin, Furmanov, Gladkov, Inber Kataev, Kaverin, Panferov, Platonov, Shaginian	3	3	4
1961- Aitmatov, *Akhmadulina, Aksenov, Brodsky, Daniel (Arzhak), Korzhavin, Kuznetsov, Maksimov, Novella Matveeva, Okudzhava, *Rasputin, Rozhdestvensky, Shalamov, *Shukshin, Siniavsky (Tertz), *Soloikhin, *Solzhenitsyn, Trifonov, Vladimov, Voinovich, Voznesensky, *Yevtushenko	3	4	4
Emigre Literature (France, Canada, U.S.A. Israel) e.g. Limov, Dovlatov, ...	3	4	4

* Starred authors should include complete works as well as extensive critical studies.

COLLECTION DEVELOPMENT POLICY STATEMENT

SLAVIC LANGUAGES AND LITERATURES

Helene Volat
November 21, 1988

Person responsible for selection: Helene Volat

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: The Slavic collection is housed in the main stacks of the Melville Library.

2. Estimates of holdings: The total number of titles in the PG class is 7,565. The total number of volumes in these classes using the formula 1 title = 1.5 volumes is 11,347.

Number of current serials: 38

Call no. range	No. titles	Subject
PG 1-489	200	Slavic philology: general
PG 500-585	50	Slavic literature: general
PG 601-799	50	Church slavic
PG 800-1999	262	Bulgarian, Macedonian, Serbo-Croatian, Slovenian
PG 2001-2850	737	Russian language
PG 2900-3155	1012	Russian literature: History and criticism
PG 3200-3299	312	Russian literature: Collection
PG 3300-3490	4300	Russian literature: individual authors
PG 3500-3560	50	Russian literature: Provincial and local
PG 3801-3998	50	Ukrainian Language and Literature
PG 4000-5999	212	Czech, Slovak and Serbian
PG 6000-7899	325	Polish
PG 7900-7948	5	Minor Slavic Dialects
DJK 1-77	87	Eastern Europe (General)
DK 1-949.5	3975	Soviet Union
DK 4010-4735	87	Poland

B. DESCRIPTION OF THE COLLECTION

1. Purpose: the primary purpose of the collection is to support undergraduate and graduate teaching at the M.A. and D.A. levels as well as research in Russian philology and in Russian

literature (including all countries where books in russian are published). We also collect material on other Slavic language and literatures (see #2) but on a smaller scale and only to support existing programs. The collection also supports undergraduate and graduate programs as well as research in Linguistics (M.A. and D.A.), Comparative Literature (M.A. and Ph.D.), Theater (M.A.) and History (M.A. and Ph.D.).

2. History and Special Strengths of the Collection: The Slavic collection is certainly the poor relative among the other collection in foreign languages and systematic development was not begun until 1984. Until that time there was no separate allocation (the Department of Slavic Languages and Literatures is part of the German Department) for the collection. In November, 1988, we accepted an offer from SUNY Oswego to receive part of their Russian collection (500 titles).

C. GENERAL COLLECTION GUIDELINES

1. Treatment of Subject

a. Level of treatment: Literature texts primarily in original Russian. Translations of literary works for introductory and survey courses in literature. Critical studies in Russian, English, and other western European languages, in particular French. Translations of advanced literary works fall within the collection area of Comparative Literature.

b. Intellectual parameters: The Slavic allocation is used to support teaching and research of the program in Slavic Studies as described in B.1. The Slavic selector consults regularly with the faculty for selection and review of the approval plan in Russian Language, Literature and History, with selectors in Reference, Linguistics as well as Comparative Literature to make sure that cross-disciplinary coverage is adequate.

2. Type of Material

a. Monographs, periodicals and serials, including the publications of literary societies and the proceedings of conferences, etc. Theses and dissertations, including those available from commercial publishers, are bought very selectively. New critical editions of complete works in multi-volume sets published over a period of several years will generally be acquired only if standing orders for such sets can be cancelled whenever budget considerations require such action. Language dictionaries and bibliographies, except author bibliographies, are acquired by or in agreement with the Reference Department. As regards other European languages, Bulgarian, Polish, Serbo-Croatian and Czech are offered in the Department of Slavic Languages and Literature on a limited basis, mostly on the beginner and intermediate language level. If there is interest and demand, acquisition of materials about the literature of these language groups, as well as other cultural materials should be undertaken.

3. Languages: Russian and selectively Ukrainian, English and French as described in C.1.a. Other Slavic languages on a limited basis.

4. Chronological guidelines:

a) Historical emphasis or limitation: None

b) Current and retrospective collecting: Standard treatment. Right now, the approval plan covers mainly new material but efforts are being made to acquire retrospective material as well.

5. Geographical guidelines:

a) Geographical emphasis or limitation: Russian Literature, books by and about Russian language authors from the Soviet Union and other countries. See 5.b.

b) Origins of publications: Because of the unusual situation of contemporary Russian literature, books from the Soviet Union, the United States, France, Israel, Canada and other countries with Russian publishers must be considered.

D. Detailed list of subject descriptors for collection with collecting levels.

SUBJECT	E.L.*	C.L*	D.L*
Russian Language (including History, Study and Teaching)	2	2	3
Theory of Literature	3	3	3
History of Literature	3	3	3
Russian Literature			
Medieval	2	3	3
18th Century	3	3	3
19th Century	3	3	4
20th Century	3	3	4
Medieval (Chronicles, Domostroi, Slovo a polku Igoreve, Avvakuum, Daniil Zatochnik,Epifanii Premudryi,Ilarion (Metropolitan of Kiev), Kurbskii, Simeon Polotskii, Vladimir Monomakh)	2	3	3
18th Century *Derzhavin, Fonzivin, Kantemir, *Karamzin, Khemnister Maikov, Kniezhin, Lomonosov, Sumarokov, Trediakovskii	3	3	3
19th Century (1800-1870) Aksakov (S.I. and I.S.) Baratynskii, Batiushkhov, *Belinskii, Bestuzhev, Marlinskii, *Chernyshevskii, Dal, Del'vig, *dostoevskii, *Gogol, Goncharov, *Griboedov, Hertzen, Krylov, *Lermontov, Leskov,Nekrasov, Ostrovskii, Pisemskii, Saltylov-schedrin, Strakhov, Tiutchev, *Tolstoi, *Turgenev, Zhukovskii	3	3	4

Silver Age (1870-1917) Andreev, Annenskii, Bal'mont *Blok, Briusov, *Belyi, *Bunin, *Chekhov, Garshin, Gippius, *Gor'kii, Ivanov, Korolenko, Kuprin, Leont'ev, *Merezhkhovskii, Nadson, Remizov, Solov'ev, Sologub	3	3	4
20th-Century (1917-1960) Group 1 *Akhmatova, *Babel, *Bakhtin, *Bulgakov, *Chukovskii, *Tsvetaeva, *Esenin,Brin, Grossmen, Gumilev, khlebnikov, Leonov, *Mayakovsky, *Mandel'shtam, Marshak, Nabokov, Nagibin, Olesha, *Pasternak, Pautovskii, Pil'niak, Prishvin, Shklovskii, Sholokhov, Shvarts, Tynianov, Zoshchenko	3	3	4
Group II - Traditional Socialist Realism School Bednyi, Ehrenburg, Fadeev Fedin, Furmanov, Gladkov, Inber Kataev, Kaverin, Panferov, Platonov, Shaginian	3	3	4
1961- Aitmatov, *Akhmadulina, Aksenov, Brodsky, Daniel (Arzhak), Korzhavin, Kuznetsov, Maksimov, Novella Matveeva, Okudzhava, *Rasputin, Rozhdestvensky, Shalamov, *Shukshin, Siniavsky (Tertz), *Soloikhin, *Solzhenitsyn, Trifonov, Vladimov, Voinovich, Voznesensky, *Yevtushenko	3	4	4
Emigre Literature (France, Canada, U.S.A. Israel) e.g. Limov, Dovlatov, ...	3	4	4

* Starred authors should include complete works as well as extensive critical studies.

COLLECTION DEVELOPMENT POLICY STATEMENT

SOCIOLOGY

Jai Yun
September 1995

Persons responsible for selection: Jai Yun

A. Location and Size of Collection

1. Location of Materials: The stacks of the Melville Library are the central repository for materials catalogued in sociology. The Reference department keeps sociology materials for reference use. The Document Section and the Microform Room of the Reference Department contain vast primary sources of a whole series of sociological inquiries on population of the world such as population censuses and a host of contemporary social problems. They are generated by various levels of national and international government agencies. The collection located in these sections does form perhaps the most important and significant portion of primary materials in sociology.

2. Estimate of Holdings: No estimate of holdings in sociology is possible because of materials in various formats and their organization. The bulk of the holdings of the Documents Section and the Microform Room has not been catalogued and the actual number of titles or volumes is not known. The following estimate has been made based on the actual measurement of the Library's Shelf List and the Shelf List contains only the titles catalogued. Again it should be noted that the estimate is the number of titles, not the number of volumes. Often one title holds several hundred volumes as, for example, periodicals/serials.

Call No. Range	No. of Titles	Subject
HE 7601-9715 (see also P 87-96	580	Mass communication (Radio, television)
HM 0-291	5,800	Sociology (general and theoretical
HN 0-40	1,100	Social history, social reform and problems, religious organizations
HQ 0-471	2,400	Sexual life, erotica
HQ 503-1064	5,000	Family, marriage (child study, eugenics, desertion adultery, divorce,the aged
HQ 1065-2030	4,900	Women, feminism
HS	300	Societies (secret, benevolent)

HT 0-1595	4,350	Communities, classes, races
HV 0-9999	10,250	Crime, social welfare, drug abuse, penology, juvenile delinquency
HX 0-999	5,600	Socialism, Communism, Anarchism, Utopias
P 87-96	850	Mass media (radio, television)
PN 4699-5650	2,600	Mass media (newspaper)
TOTAL	43,780 titles	65,670 volumes

Number of current subscriptions: 156

B. DESCRIPTION OF COLLECTION

1. Purpose: As one of the major academic departments of the University, the Department of Sociology offers B.A., M.A., and Ph.D. degrees. The current academic and research programs of the department have more emphasis on American society than on any other society of the world, particularly in the areas of urban sociology, mass communication, and sexology. The New York metropolitan area and its surrounding counties (Nassau and Suffolk) have become a field research area of sociological inquiries of the department. Monographs, periodicals/serials and publications of the United States federal government, New York State and New York City governments, Nassau and Suffolk county governments, and the United Nations have been comprehensively collected.

2. History and Special Strength of Collection: There has been a consistent and active participation of several teaching faculty members of the Department of Sociology in collection development from the beginning of the Library. Already noted in B-1, the Library has a relatively strong collection in the area of sexology and overall strength in all other subject areas of sociology. Population censuses have been widely collected. The data from the Roper File and Human Relations Area File is available for academic and research programs.

C. General Collection Guidelines:

1. Treatment of Subject: General Standard Statement of the Library applies. Textbooks are not collected unless specifically requested. Scholarly treatment of any subject areas of sociology is widely collected from university presses in the United States, the UK (Oxford, Cambridge and Manchester) and Canada, trade publishers (domestic and abroad) and social research organizations (domestic and abroad).

2. Types of Materials: General Standard Statement of the Library applies.

3. Languages: General Standard Statement of the Library applies.

4. Chronological Guidelines:
   a) Historical emphasis or limitation: Emphasis on contemporary social issues.
   b) Current and retrospective collecting: General Standard Statement of the Library applies.

5. Geographical Guidelines:
   a) Geographical emphasis: The United States, Western Europe and developing countries in order of emphasis.
   b) Publications in English and Western European languages (German, French) in order of preference.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels

Subjects	Collecting Levels* ES	CL	DL
Mass Communication (Radio, Television, Newspapers	4	4	5
Sociological theories	3	4	4
Social movements	4	4	5
Sexology	4	4	5
Family/marriage	3	3	4
Feminism	4	4	5
Social organizations	4	4	5
Social classes and races	4	4	5
Crime, welfare, drug abuse, juvenile delinquency	4	4	5

*Mainly signifies levels of collecting current titles, (last 20 years).

III. Collection Responsibility by Subject Subdivisions with Qualifications, Levels of Collection Intensity and Assignments

Subjects	ES	CL	DL	Assignments
Community Development	4	4	4	CITY PLANNING/Sociol.
Comparative sociology	4	4	4	SOCIOLOGY
Criminology	4	4	5	SOCIOLOGY
Culture & social structure	4	4	5	SOCIOLOGY
Demography	4	4	5	SOCIOLOGY/City planning/geography
Family and socialization	4	4	5	SOCIOLOGY
Group interactions	4	4	5	SOCIOLOGY
History, theory, and sociology of knowledge	4	4	4	SOCIOLOGY/history
Human ecology	4	4	4	SOCIOLOGY
Interpersonal Communications	4	4	4	SOCIOLOGY/ Communications
Mass phenomena and popular culture	4	4	5	COMMUNICATIONS/ sociology
Methodology research and technology	4	4	4	SOCIOLOGY
Minorities and race relations	4	4	5	SOCIOLOGY
Political Sociology	4	4	4	SOCIOLOGY
Population	4	4	5	SOCIOLOGY/city planning/geography
Public opinion polling	4	4	5	COMMUNICATIONS/ sociology
Rural sociology	4	4	4	SOCIOLOGY
Social change	4	4	4	SOCIOLOGY
Social control	4	4	5	SOCIOLOGY
Social problems	4	4	4	SOCIOLOGY
Social stratifications	4	4	5	SOCIOLOGY
Social theory	4	4	4	SOCIOLOGY
Sociology of health/medicine	4	4	4	SOCIOLOGY
Sociology of labor, industry, business and management	4	4	5	SOCIOLOGY/commerce/ labor
Sociology of professions	4	4	4	SOCIOLOGY
Sociology of religion	4	4	4	SOCIOLOGY
Sociology of the arts	4	4	4	SOCIOLOGY
Sociology of the sciences	4	4	4	SOCIOLOGY

COLLECTION DEVELOPMENT POLICY STATEMENT

SPANISH

Amelia Salinero
September 1995

Person Responsible for Selection: Amelia Salinero

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: Most of the material is housed in the stacks at the Melville Library, with selected titles in Special Collections.

2. Estimate of Holdings: The total number of titles in the PC and PQ classification (including Catalan, Spanish and Spanish American Literatures; Catalan Language and Spanish Language in all its variants: Peninsular and Spanish American) is 41,753. The total number of volumes is 53,600.

Number of current subscriptions: 70

Call no. range	No. of titles	Subject
PC 3801-3899	83	Catalan language
PC 4001-4977	1850	Spanish language in all its variants: Peninsular and Spanish-American
PC 3901-3976	500	Catalan Literature
PQ 6001-6269	3500	Spanish literature: History, criticism, collections, etc.
PQ 6271-6498	2900	Spanish literature to 1700
PQ 6500-6576	1200	Spanish lit., 1700-ca.1868
PQ 6600-6647	3650	Spanish literature,1868-1960
PQ 6651-6676	1600	Spanish literature, 1961-
PQ 7000-7979	120	Spanish literature, Provincial and in Europe and North America
PQ. 7080-7087	1600	Spanish-American lit. (gen)
PQ 7100-7349	3650	Spanish-American lit. (Mexico, former U.S. Spanish Provinces)
PQ 7361-7539.2	2950	Spanish-American Literature (West Indies and Central America)
PQ 7551-8560	18750	Spanish-American Literature (South America)

B. DESCRIPTION OF COLLECTION

1. Purpose: The primary purpose of the collection is to support undergraduate and graduate teaching (M.A., D.A. and Ph.D.) as well as research in Hispanic Linguistics and in Hispanic

Literatures (both Peninsular and Spanish American). The collection also supports undergraduate and graduate programs, as well as research, in Comparative Literature (M.A., Ph.D.), Linguistics (M.A., D.A.), History and Anthropology (M.A., Ph.D.).

2. History and Special Strengths of Collection: The Spanish Collection was of no particular significance in the early Stony Brook years; Spanish Studies were offered as part of the curriculum of the Romance Language and Literature Department until the end of the sixties. In 1970, the Spanish department became a separate entity and in 1971 developed its Ph.D. program. The need for a stronger library collection, able to support the expansion, was felt. The Department faculty became actively involved in the process of book selection. The fact that Dr. Gerhard Vasco, the first subject specialist hired by the Library, was well versed in the knowledge of Hispanic literature and culture and fluent in the language, led to an efficient working relationship with the chairman of the Department, Dr. Ivan Schulman, and other members of the faculty (especially Professor Giordano and, later in 1973, Professor Lastra) and the development of a collection able to support the Ph.D. program and the research of the faculty.

The methods of acquisition were careful title-by-title selection from the dealer catalogs, usually printed in Spanish, and block purchase of a number of significant large collections. These block purchases contained quantities of scarce or unique items of value for research purposes. Some of them are in fields outside of language and literature and some, on account of their rarity, are housed in the Department of Special Collections. These collections include the following: the Amunategui Collection, built by scholars of the Amunategui family of Chile, which goes back to the early 19th century and contains rare books, dramatic works and other materials, including publications from the Revolutionary Presses of 1891 and 1925 through 1931; the Colombina, a private collection from Argentina, consisting of about 2,000 volumes on Columbus, the discovery of America and Americo Vespucius, and containing rare volumes printed in the 16th, 17th, 18th and 19th centuries; the Biblioteca Natan, from Mexico, which is particularly strong on literature and criticism with emphasis on early 20th-century, and contains many unusual items from the Caribbean in its 3,800 volumes; the Coleccion Neruda, a comprehensive collection of first and rare editions of the Nobel laureate Chilean poet, which includes translations of his works into at least eight languages, selected letters and pamphlets, photographs, catalogs and reviews; the delta Collection, from Uruguay, consisting of over 9,000 items mostly from Argentina and Uruguay; the Jorge Carrera Andrade Collection, from Ecuador, which includes his correspondence, 45 volumes of his works, and criticism as well as the manuscript of his incomplete, unpublished autobiography.

The collection continues to grow by approximately 1,400 additional volumes per year. Presently, the Library relies on individual book selection and one approval plan with Argentina.

C. GENERAL COLLECTION GUIDELINES

1. Treatment of Subject:

a) Level of Treatment: Literary texts in the original Spanish exclusively, with the exception of texts originally published in English (or bilingual) by Spanish-American authors in the U.S.A. Studies on Spanish linguistics and Spanish and Spanish- American literature, including Spanish literature in the U.S. (i.e. Chicano, etc.) in Spanish, English and, selectively, French, Italian and German. Translations of literary works fall within the collecting area of Comparative Studies.

b) Intellectual parameters: The Spanish allocation is used to support teaching and research of the Spanish Department according to description in B.1. Due to the interrelation between literature and other areas of socio-historical-political concern, the Department acquires very selectively, works in these areas, which are also related to the Department's teaching of culture.

2. Type of Materials: Standard Statement.

3. Language: Spanish, English and, selectively, French, Italian and German as described in C.1.a.

4. Chronological Guidelines:

a) Historical emphases or limitations: No limitations.

b) Current and retrospective collecting: standard statement.

5. Geographical Guidelines:

a) Geographical emphases or limitations: Hispanic literature: books by and about Spanish-language authors from Spain, Spanish America and Hispanics in the USA (i.e. Chicano, Puerto Rican, etc.) are included.

b) Origins of Publications: most publications come from Spain and from Spanish-American countries.

D. Detailed list of Subject Descriptors for Collection with Collecting Levels.

SUBJECTS	ES	CL	DL
Catalan language	1	2	2
Catalan literature	1	2	2
Spanish language (including history and study)	3	3	4

Language teaching	3	3	4
History and theory of literature	3	3	4
LITERATURE OF SPAIN			
Medieval (Isidore, hagiography, heroic poetry, learned narrative poetry, didactic prose, Alfonso the Wise, Chivalric romance, Juan Manuel, Archpriest of Hita, Sem Tob, Lopez de Ayala, Mena, Santillana, Cancioneros)	2	3	4
Renaissance and Siglo de Oro: (La Celestina; romanceros; early drama: Juan del Encina, Torres Naharro, Lope de Rueda; early poetry: Garcilaso, Fray Luis de Leon; didactic prose: Vives, Alfonso y Juan de Valdes, Hurtado de Mendoza, Nebrija, A. de Madrigal, Gracian; Mysticism: St. Teresa, St. John of the Cross; Pastoral novel: Montemayor, Lope, Gil Polo; early modern novel: Cervantes; Picaresque novel: Lazarillo (anon.), Mateo Aleman, Quevedo; modern theater: Lope de Vega, Tirso de Molina, J. Ruiz de Alarcon, Calderon; autos sacramentales: Calderon; later poetry: culteranismo (Gongora), conceptismo (Quevedo); New World poetry and didactic prose	2	3	4
18th-century didactic prose: essays, letters, treaties, criticism, epistolar novel, neo-classic poetry, fables, theater (Feijoo, Cadalso, Melendez Valdes, Moratin, R. de la Cruz, Jovellanos)	2	3	4
19th-century Romanticism: Larra, Duque de Rivas, Espronceda, Zorrilla; Costumbrismo: Larra, Mesonero Romanos, Estebanez Calderon; Post-Romantic poetry: Becquer, Campoamor, S. Rueda, Rosalia de Castro; novel, drama, criticism and hisotrical writing: Fernan Caballero, P.A. de Alarcon, Valera, Pereda, Pardo Bazan, Perez Galdos, "Clarin"; generation of 1898 - essay, philosophy, literary creation: Ganivet, Unamuno, Azorin, Ortega y Gasset, Baroja, Echegaray	3	3	4
20th-century novel: Perez de Ayala, Valle-Inclan, Sender, Max Aub, Cela, Laforet, Goytisolo, Gironella, Martin Santos, Benet; drama, cinema, philosophy: Ortega y Gasset, Benavente, Valle-Inclan, Marquina, Villaespesa, Garcia Lorca, Bunuel,	3	3	4

Buero Vallejo, Arrabal, Gala, Savater
poetry - Modernism and Post Modernism:
Valle-Inclan, J.R. Jimenez, Machado,
Garcia Lorca, Salinas, E. d'Ors,
Guillen, Alberti, Cernuda, Aleixandre

SPANISH AMERICAN LITERATURE

General	3	3	4
colonial letters Balbuena, Ercila, Garcilaso de la Vega -- El Inca, Sor Juana Ines de la Cruz, Concolorcorvo	3	3	4
Literature of rebellion: Fernandez de Lizardi, Olmedo, Bello, Heredia y Campuzano	3	3	4
The formative years (1826-70) Echeverria, sarmiento, Jose Hernandez, Zorrilla de San Martin, R. Palma	3	3	4
Romantic literature, philosophy, essays, and socio-political writers: (1855-1900) Jose Marmol, A. Blest Gana, J. Isaac, Hostos, Gonzalez Prada, Simon Bolivar, Simon Rodriguez, Marti, Ignacio Altamirano, Cirilo Villaverde	3	3	4
The Modernists (1888-1910) Gutierrez Najera, J. Asuncion Silva, J. del Casal, Marti, Dario, Nervo, Rodo, Freyre, Santos chocano	3	3	4
Post-Modernists: Lugones, Herrera y Reissig	3	3	4
The mature years, 1910- Vanguard literature (1918-1960) Alfonsina Storni, Juana de Ibarbourou, Gabriela Mistral, Jose Eustasio Rivera, Nicolas Guillen, V. Huidobro, C. Vallejo, A. Reyes, Alejo Carpentier, J. Lezanic Lima, Eliseo Diego, Octavio Paz	3	3	4
Borges, Neruda	4	4	4
Literature of social protest Blanco Fombona, Mariategui, Ugarte, Gonzalez Prada, J. Vasconcelos,	3	3	4

German Arciniegas, M.Picon Salas

Indigenists writers Matto de Turner, Alcides Arguedas, Lopez Albujar, Ciro Alegria, Jose Maria Arguedas, J.Icaza, Rosario Castellanos, M.A. Astrivius	3	3	4
The "boom" and after Garcia Marquez, Carrera Infantes, M. Barnet, J. Donoso, Roa Bastos, M. Puig, Vargas Llosa, C. Fuentes, Jose Emilio Pacheco, E. Poniatowska, Rodriquez Julia, Gustavo Sainz, Rafael Sanchez, Isabel Allende, Carlos Droguett, Ricardo Piglia, Reinaldo Arenas, Ana Lydia Vega	3	3	4

COLLECTION DEVELOPMENT POLICY STATEMENT

THEATER

Helene Volat
April 1989

Persons responsible for selection: Helene Volat

A. LOCATION AND SIZE OF COLLECTION

1. Location of Materials: The Theater Collection is housed in the Melville Library, with selected titles in Special Collections. Reference works are located in the Reference department of the Melville Library. A large collection of plays by Samuel French and Dramatist Play Service is housed in the cage, in the Circulation department.

2. Estimate of holdings: The total number of titles in the PN class is 10,700. PN 1990-1992 (Broadcasting) and PN 1993-1999 (Motion Pictures) have been excluded since they come under another Collection Development Policy for Audio-visual material. The total number of volumes in this class, using the formula 1 title = 1.5 volumes is 16,050.

Number of current serials: 44

Call # range	No. titles	Subject
PN 1010-1590	1050	The Performing Arts Show Biz
PN 1600-1657	160	The Drama: Periodicals
PN 1660-1864	430	Technique of Dramatic Composition, History of Drama
PN 1865-1989	330	Historical and Religious Plays, Tragedy, etc.
PN 2000-2081	950	The Theater: General
PN 2085-2219	650	The Theater: The Stage, Accessories, History by Period
PN 2220-2298	950	The Theater in the U.S.
PN 2300-2554	180	The Theater in the Americas except the U.S.
PN 2570-2859	2550	The Theater in Europe
PN 2860-3030	110	The Theater in Asia, Africa and Oceania
PN 3035	30	Jewish Theater
PN 3151-3191	130	The Theater: Amateur and College Theatricals
PN 3195-3300	60	The Theater: Minstrel Shows, Spectacles, Tableaux, etc.

B. DESCRIPTION OF THE COLLECTION

1. Purpose: The Department of Theatre Arts provides preparation for professional careers in all aspects of the theatre, with emphasis on theatre practice and dramatic criticism. The primary purpose of the collection is therefore to support these undergraduate and graduate programs at the levels of the M.F.A. in Dramaturgy, and M.A. in Theatre Arts as well as faculty research. The collection also supports undergraduate and graduate programs as well as research in other disciplines in the Humanities, namely in French, German, Italian, Slavic, Spanish and Hispanic, and Comparative Literatures (M.A. and Ph.D.).

2. History and Special Strengths of the Collection: The collection was developed in the early 60s by Dr. G. Vasco, the former Humanities Bibliographer and Coordinator for Collection Development and Management. At a time when money for the acquisitions budget was plentiful, Dr. Vasco was able to buy whole collections from Europe (France, Holland, England) and in the U.S. Our collection is, therefore, quite impressive, and selection for retrospective material has been kept at a minimum. Present efforts have focused on current publications, especially in dramaturgy. In that respect, a systematic effort to acquire a greater number of individual plays in a format which makes them easier to consult than a whole collection of plays has been made. In 1986, there was a major purchase of the Dramatists Play Service and French's catalogues of scripts.

C. GENERAL COLLECTION GUIDELINES

1. Treatment of Subject:

a. Level of Treatment: Materials with primary focus on aspects of profesional theatre, the history of theatre, plays in performance. Literary texts of dramatic works are not part of the responsibility of the theatre allocation. Such works are covered by various funds dealing with the literary arts. Material on the musical theatre, including books, reference books on musicals, scores, and disk sound recordings are collected by the Music Library and paid out of the music allocation. Scripts of musicals are paid out of the theatre allocation, in agreement with the Music Library.

b. Intellectual parameters: The theatre allocation is used to support teaching and research of the Theatre department as described in B1. The selector for Theatre Arts consults regularly with the Theatre Arts faculty for selection as well as selectors for Reference, English, and Audio-visual to make sure that cross-disciplinary coverage is adequate.

2. Type of materials: Monographs, periodicals and serials, including proceedings of conferences. Theses and dissertations including those available from commercial publishers, are bought

very selectively. New critical editions of complete works in multi-volume sets published over a period of several years will generally be acquired only if standing orders for such sets can be cancelled whenever budget considerations require such action. Bibliographies and all reference material are acquired by the Reference department in agreement with the Theatre Arts bibliographer. Video recordings of plays in performance are selected for location in the Audio-visual department.

3. Languages: Standard statement.

4. Chronological guidelines:
a. Historical emphasis or limitation: No limitations.
b. Current and retrospective collecting: Standard statement. As stated in B2 the quality of the collection does not require selection of retrospective material on a large basis.

5. Geographical guidelines:
a. Geographical emphasis or limitation: The emphasis is on the American and British stage but all geographical areas are collected.
b. Origins of publications: No restrictions.

D. Detailed list of subject descriptors for collection with collecting levels.

Subject	ES	CL	DL
The Performing Arts, Show Biz	3	3	4
The Drama	3	3	3
Technique of Dramatic Composition, History of Drama	3	3	4
Historical and Religious Plays, Tragedy, etc.	2	2	3
The Theater: General	3	3	4
The Stage, Accessories, History by Period	2	3	3
The Theater in the U.S.	3	3	4
The Theater in the Americas except U.S.	2	2	3
The Theater in Europe	2	3	4
The Theater in Asia, Africa and Oceania	2	3	4
Jewish Theater	1	1	2
Amateur and College Theatricals	2	1	3
Minstrel Shows, Spectacles, Tableaux	1	1	1

COLLECTION DEVELOPMENT POLICY STATEMENT

WOMEN'S STUDIES

Barbara Brand
September 1995

Person responsible for selection: Barbara Brand

A. LOCATION AND SIZE OF COLLECTION:

1. Location of materials: Most of the materials are in the main stacks of the Melville Library. Rare and valuable materials are in Special Collections.

2. Estimate of holdings:

	Titles	Volumes
Number of current subscriptions:	33	

Call # range	Subject	Number of Titles

B. DESCRIPTION OF COLLECTION:

1. Purpose: To support teaching and research through the post-doctoral level. As of 1990, Women's Studies offers a graduate certificate to students already enrolled in a degree granting program. The certificate requires 15 approved graduate credits. Women's Studies also offers an undergraduate minor. In addition, a large number of faculty (36 are Women's Studies affiliates) and graduate students are pursuing research related to women in most disciplines in the Humanities and Social Sciences.

2. History and Special Strengths of the Program: The program has affiliated faculty members from more than 20 different departments in the social and behavioral sciences, humanities, and health sciences. The program is designed to allow students working toward a degree in departments such as English, History, Philosophy, Psychology, or Sociology to draw on faculty in a wide range of disciplines whose work deals with gender issues. Since Women's Studies has affiliates in nearly every department in the social sciences and humanities, the certificate program offers graduate students the opportunity for an unusually rich interdisciplinary experience.

The program is particularly strong in feminist theory, with faculty affiliates from the departments of Philosophy, English, Art, History, Comparative Studies, and Hispanic Languages and

Literature offering courses in this area. Other areas of concentration include European women's history, women in British literature, women in the Third World, and women in science and medicine.

Normally, students begin their work in the program with a seminar in feminist theory and conclude the requirements with a research colloquium in women's studies for which the students will do a research project in their specific areas of interest. Additional courses can be chosen from a list of seminars offered by faculty affiliates on an intermittent basis; these cover such topics as the psychology of women, modern British women writers, constructions of the body, women in American history, feminism and modern drama, women and social movements, music and gender, history and literature or reproduction, anthropological perspectives on women, the sociology of gender, and feminist critiques of science. Where courses are not available for a particular topic, students may arrange directed readings with an affiliated faculty member. Students may also count a relevant course offered in their home department toward the certificate.

C. GENERAL COLLECTION GUIDELINES:

1. Treatment of Subject:
a) Level of treatment: Standard statement.
b) Intellectual parameters: The collection supports the teaching and research of the Women's Studies department as described in Purpose above. Women's Studies is highly interdisciplinary and may be pursued in many different departments. Selections, therefore, must include cooperation among subject selectors.

2. Types of materials: Standard statement.

3. Languages: Standard statement.

4. Chronological Guidelines: Standard statement.

5. Geographical Guidelines: Major emphasis is on the United States and western Europe, with significant interest also in Latin America, Asia, and Third World countries.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

The Women's Studies program is interdisciplinary. Much of the material relevant to the program is acquired under the collection policies of programs such as English, History, Anthropology, Sociology, Art, etc. The emphasis in acquisitions under the Women's Studies rubric is on what is missed by the disciplinary collection policies, such as alternative press publications, microform collections, specialized reference

materials, as well as items needed for reserve for Women's Studies courses.

LC Class	Subject	Collecting Levels ES	CL	DL
	Women and/in:			
	Literature			
	History			
	Politics and government			
	Sociology/Anthropology			
	Law			
	Music			
	Psychology			
	Sports			
	Art			
	Education			
	Philosophy/Religion			
	Science/Health			

COLLECTION DEVELOPMENT POLICY STATEMENT

A. AUDIOVISUAL COLLECTION

Paul Wiener
July 1991

The Audiovisual Collection of the Library has been, and continues to be, developed with this underlying philosophy always in mind: that as carriers of informational and cultural material, moving images are in every way as valuable as library resources as the more traditional formats of print, phonorecordings, maps, photographs, charts, graphs and computer software. This collection is developed almost exclusively by acquiring moving images (i.e., film, video as opposed to slides, filmstrips, charts, sound images), primarily because that is where the demand lies, and because it is a workable way of focusing collection building, given limited resources.

Users of moving images constitute a large and growing segment of the library-user population, while these media also increasingly become a major component of courses, curricula and minors, sometimes to the extent of comprising entire curricula and study resources. Bearing this in mind, the collection is developed in rather similar fashion to others, taking into account faculty needs and requests, affordability, the creation of a core collection, educational trends, and librarian expertise. That this is not a subject collection but a format collection does create a few special considerations, outlined below, and calls for the specialized knowledge of a librarian familiar with moving images, film history and the use of them in education. Below, in rough priority, is a list of policy statements and rationales.

1. A balance is aimed for between "fictional" and "non-fictional" film (i.e., feature/art films vs. documentaries). Strong consideration is given to the development of a "core collection of classic, or important, American films and, secondarily, to foreign films, including silent and animated film.

An underriding philosophy governing the selection of most feature films is that the fictional content of a film can and often should be viewed as potentially informational. Just as with literary fiction, moving image fiction contains much that represents imaginative and emotional reality, as well as graphic images relating to mores, dress, geography, urban life, etc., with this major difference: while in literature the content has been created by one person, in film the content is almost always a large cooperative effort. Thus, the informational aspect of a fictional film may be seen to represent a cultural reality more than an individual reality.

Feature films are not purchased for entertainment purposes unless specially requested by faculty, or unless they have made so prominent an impact on popular and general culture that their presence is deemed essential to the collection.

All foreign films are purchased with subtitles, if possible, with exceptions made per special request.

Colorized black-and-white films are not purchased, except to illustrate the phenomenon itself.

The idea of a core collection of film masterpieces in libraries is now commonplace in the literature. Many film librarians have attempted to define such a collection, including myself. It is now generally accepted as indispensable as a cultural resource - for teaching, for self-instruction, for edifying foreign students, for learning about history and psychology - in a great variety of contexts. Evidence points to an increasing growth of such collections in ARL libraries and an increasing dependence on them by faculty in most humanities/social science and multicultural disciplines, particularly on this campus. The problems and challenges of managing feature film collections in academic libraries have been around for half a century and are always changing. Virtually every aspect and problem of print-based librarianship may be found in moving image-based librarianship, and of course there are unique problems, which is why the specialized expertise of a librarian is required for optimum management of such collections.

A factor skewing the growth of moving image collections in the direction of feature films is the much greater cost of non-fictional films to libraries - anywhere from three to twenty-five times the cost of a fictional film of the same length and format. Of course, this is explained as market-based, but few intelligent analyses bear this out: institutions, at least until very recently, have simply been seen as bottomless wells of money. Creative ways of funding many non-fiction film purchases, especially when requested, are always a part of the Audiovisual Librarian's concern and skill.

2. Priority is given to faculty (and some student and staff) requests for materials considered necessary or supplementary for courses at Stony Brook. These requests must often go through a long process of evaluation, which may involve previewing material, gauging its affordability, availability elsewhere, judging how often it will be used, determining its effectiveness, when it is requested, whether similar materials are available here, and other matters. It is never to be assumed that simply because teaching faculty requests something, he or she has actually seen or

evaluated that material, or will necessarily use it once it is acquired.

Materials in support of one course only are generally not acquired, unless that course is interdisciplinary in nature, or it is a course in film study. Materials of potentially interdisciplinary applications (for non-fiction films) are of greatest interest in AV, as they optimize use. Predicting or anticipating user and course needs, based on an awareness of current trends, popular concerns, plitical issues, student interests, current events, etc. is an important function of the AV Librarian.

Films pertaining to life in New York State, New York City, metropolitan NY and, of course, Long Island, will receive special attention and be purchased, if possible.

Language-learning materials are not purchased with AV funds. These are considered the province of the language departments.

Materials in the health and medical sciences are rarely purchased, except when they concern topics of wide public health interest. Otherwise, such materials are considered the province of the various HSC departments.

Materials in the collection cannot be rented out.

The Library will not rent or lease materials for any users (except for library instruction courses).

After evaluation of use, wear and demand patterns, duplicates of selected film titles will be purchased, to facilitate circulation and reserve needs.

After a suitable waiting period, replacement copies of lost or stolen materials, or those damaged through much repeated use, will be ordered, given the availability of funds.

Laser discs, particularly those with special features enabling viewers to study materials at their own speed, will be purchased. It is assumed, as of this writing (7/91) that laser discs will be increasingly used because they offer several benefits not found in videocassette, etc., crystal clear images, optimum use of all digital space, including every kind of imagery (even print), unerasability, music features, etc. They are also obviously the medium of choice for "archival" storage of film, since they are difficult to damage and do not color-fade. Selection of laserdisc titles, at this early stage, will be at the librarian's discretion, and will consist mostly of film classics and special visual informational programs.

COLLECTION DEVELOPMENT POLICY STATEMENT

B. SCHOOL OF PROFESSIONAL DEVELOPMENT AND CONTINUING STUDIES
(Formerly School of Continuing Education)

Jai Yun
October 1993

The School of Professional Development and Continuing Studies offers interdisciplinary degree programs leading toward Master of Arts in Liberal Studies (M.A./L.S.), Master of Professional Studies (M.P.S) and Master of Arts in Teaching (M.A.T). It also offers Graduate Certificates and non-credit programs. These programs cover a wide variety of academic disciplines in the arts, humanities, social and behavioral sciences and natural and applied sciences. Therefore, the collection development activities to support the School's programs are very largely shared and supplemented by the overall collection development activities of the Library for social sciences, humanities and sciences. However, a separate collection development fund for the School is allocated for the specific needs of the School's programs and the fund is mainly spent for the Reserve Room collection for the School's courses and the specific needs of the School's teaching faculty members and students. For any particular subject area, please refer to the Collection Development Policy Statements for social sciences, humanities and sciences.

COLLECTION DEVELOPMENT POLICY STATEMENT

C. DISSERTATIONS

Two copies of all Stony Brook dissertations will be retained permanently by the Libraries. One copy will be bound, fully cataloged, and integrated in the collections (Melville stacks or the appropriate branches). Another copy will be retained as archival material in the Special Collections department.

Other dissertations will be purchased only in special cases on microfilm unless the anticipated frequency of use indicates the need for hard copy.

The Libraries will not acquire dissertations for the individual's use. Abstracts of United States doctoral dissertations are retrievable through International Dissertation Abstracts. The Interlibrary Loan office will attempt to borrow a copy on request.

Most U. S. dissertations are available from University Microfilms (UMI). British dissertations are available from 1990 on from UMI as well. Prices for foreign dissertations vary. Patrons may call UMI at 1-800-521-3042 to order.

In addition, British theses are available for purchase from the British Thesis Service, British Library Document Supply Service. Patrons may call the U.S. office at 1-800-932-3575 or stop into the ILL office for a faxable form.

Canadian dissertations are available from 1965-on from Micromedia Limited. From 1965-74 only microfilm is available. From 1976 on unbound paper copies are also available. Patrons may contact them at 1-800-567-1914.

COLLECTION DEVELOPMENT POLICY STATEMENT

D. DOCUMENTS

Jyoti Pandit
June 1994

I. INTRODUCTION

The Government Documents Section, along with Microforms and Maps, form a major research collection of this University. The collection supports general research and teaching needs of the University in a variety of subject fields through specialized reference resources in paper, microform and electronic formats. Acquisitions are made through gifts and purchases; however, a substantial amount of material is received through the Federal and New York State Depository programs.

The collection includes publications of Federal, New York State and local agencies and United Nations documents and legal collections covering a broad range of subjects such as government operations, current affairs, social sciences, political science, technology, legislation, sciences, humanities, local topics and burning issues of New York State and local government. Acquisition of publications of other international organizations (other than the United Nations) is not under the jurisdiction of the Government Documents Section. The collection includes Supreme Court, Federal Courts and the New York State Courts decisions and their indexes. Major encyclopedias published by the Lawyers Cooperative and West Publishing companies are updated. All official decisions are kept up-to-date.

The collection provides resources such as old editions of the United States Codes, United States Statutes, and old Serial Set Volumes in paper and microfiche, old Congressional Records in paper and microfiche, New York State Legislative documents from 1919 and even older New York State laws beginning with 1800, Suffolk County Proceedings, budgets, New York State blue books and both Federal and State censuses to facilitate historical research.

See "Cartographic Materials" for a description of the Map ollection.

The Microforms Department houses more than 2 million pieces of microforms (microcard, microprint and microfiche) which our researchers use to access government documents information. The JPRS, Energy, NASA reports, United Nations microfiche published by the Readex Corporation, Federal Bills, reports, the depository and non-depository collection published by the Readex Corporation and ERIC microfiche are available in the Microforms Department of the Library.

The Government Documents Section selects a large number of CD-ROM titles from the Federal Government, New York State and Congressional Information Service's Congressional Masterfile I & II, Statistical Masterfile, Autographic's Government Documents Cataloging Service (GDCS) and the United Nations Indexes. The Documents Section provides reference expertise and help to the users. The collection includes STF1, STF3, Tigerline files, NTDB, NESE and more. The section is in the process of developing resources through Internet with GPO and providing access to the Congressional Records and its indexes, Federal Register and bills beginning 103rd Congress free of charge to any patrons.

The University Libraries are open to the general public and participate in resource sharing. Through affiliations with the Suffolk Cooperative Library System and the Long Island Resources Council we fulfill interlibrary loan requests. The Libraries belong to the Long Island Library Resources Council (LILRC). The LILRC Government Information Committee meets regularly to discuss problems and issues in the government documents field. The Committee also sponsors workshops and training for the public and academic libraries and published the directory of Long Island documents collection.

II. HISTORY OF THE COLLECTION

The Government Documents Section was established in 1962 as part of the Reference Department. Cooper Union donated 1,000 volumes of congressional publications; through the clearinghouse for federal documents of the New York State library at Albany a large number of documents was acquired.

The Federal Collection became a selective Federal Depository in 1963 through the implementation process from the first Congressional District. The New York State Collection has been a Depository Collection since 1964. In 1988 the Library became a Research Center for New York State documents. It receives a complete set of microfiche arranged by New York State classification number and searchable by the Checklist of the Publications of the State of New York.

COLLECTION DEVELOPMENT POLICY STATEMENT

E. ELECTRONIC FORMAT

Nathan Baum
January 1996

COLLECTION DEVELOPMENT POLICY FOR DIGITAL RESOURCES

1. Scope

Digital resources, in a wide range of formats, are becoming increasingly available for selection and are being integrated into existing collections. This policy is intended to address the general criteria to be considered in making selection decisions regarding materials in electronic formats. It is intended to be used in conjunction with existing collection development policies that have been adopted for subject considerations.

Two broad categories of material are addressed in this policy. The first category includes all types of digital resources acquired by the Library and physically located on campus. These include, but are not limited to, magnetic tapes, floppy and hard disks, CD-ROMS, and other developing formats. The second category includes digital resources housed at off-campus sites which are contractually available to the campus community. Examples of this second type include the Firstsearch and Eureka databases currently accessible through NOTIS/STARS, databases accessible via PacLINK arrangements, subscriptions to electronic journals, and worldwide web access to resources such as Britannica Online.

II. Selection Responsibilities

The impetus for selecting digital products and resources for the University Library System remains with the selectors, as it does for more traditional formats. All guidelines and policies relevant to the selection of materials in traditional formats apply to machine-readable sources, as well. However, because machine-readable formats require non-traditional means of acquisitions, storage and access, additional questions beyond those detailed in the subject collections policies must be examined. Furthermore, any material which would require substantial Library or campus networking resources or which would otherwise be made available campus-wide should be evaluated by the Committee on Information Resources and Technology (CIRT). (A procedure will be developed by CIRT for submission and evaluation of requests for such resources.)

III. Selection Criteria

The general criteria to be considered for selecting digital resources are listed below (a - f). More detailed criteria can be found in the Appendix.

a. library users have sufficient need for the resource to justify its acquisition;
b. hardware adequate to support access to the product is, or will be made available to library users, or can be expected to be available to the user outside the Libraries;
c. staff expertise and/or training sufficient to meet established levels of user assistance or referral can be reasonably maintained;
d. adequate means of storage, maintenance, and access to the product can be provided by the Libraries;
e. vendor contractual requirements do not impose prohibitive restrictions on the use or archivability of the product;
f. the value of the resource justifies its cost.

APPENDIX: Guidelines for evaluating digital resources.

A. Subject/Content Criteria -- in considering an electronic resource for selection, selectors should evaluate the subject content of the product according to the following dimensions:

1. Significance of the resource for the discipline
   - relation to subject area collection development policy - has source been reviewed or recommended by an authority?
2. Relation between this source and the existing collection
   - would it provide improved access to materials already in the collections?
   - would it duplicate a resource already available?
   - would it provide alternative access to heavily used materials?
3. Comparison of this source to other formats, including alternative machine-readable formats (e.g. magnetic tape vs. CD-ROM vs. remote access)
   - access points (indexing)
   - search capabilities (software)
   - value-added elements
   - cost (is same information available in a more economical format?)
   - frequency and cost of updates

B. Access Criteria --criteria listed here impact both the method by which a particular electronic source can or will be made available to users, and the placement or location of that product within the Library System.

1. Scope of the user population to benefit from access to this product
   - broad or select segment of users
   - faculty, graduate and/or undergraduate students
   - campus vs. extended community
   - library staff or end-users

2. Anticipated volume of use
3. Maximum number of simultaneous users supported
4. Will access be necessary at multiple locations?
5. Is the product to be utilized as a primary source, or as a reference or bibliographic tool?
6. Does the software function efficiently and consistently?
   - response time
   - ability to manipulate information
   - standardized or customized command structure
7. Quality of user interface
   - "user friendly" characteristics
   - provisions for both novice and advanced methods of operation
8. Capability of extracting information from the system for archival purposes
   - downloading, printout, compression
9. How will users learn of the availability of this source?
   - will source be cataloged?
10. Restrictions on access
   - How will access be obtained? (e.g. check out at circulation, sign-up for LAN session)
   - Is remote access (external to library) to the source permissible? -will passwords be required?

C. Service Criteria - criteria listed here pertain to the extent and nature of service implications for making an electronic resource available to library users.

Is adequate expertise available in the Libary System to support use of this resource?
How much user assistance will be required?
How much training will be required by staff
- to use the resource?
- to assist users in using the resource?

4. How familiar must a user be with computer applications to utilize the resource?
5. Is it feasible for a user or staff member to recover from a system failure or a searcher error? How difficult is recovery?

6. What will be the effect of this electronic resource upon existing services
   - reference services
   - government documents
   - interlibrary loan
   - support services (circulation, serial records, cataloging, automated systems office, etc.)

D. Format/Mounting/Storage Criteria - criteria listed here relate to the physical format in which the product will be received and stored by the Library, including the availability of hardware and maintenance support.

1. In what format will the electronic source be distributed to the libraries? (e.g. disk, CD-ROM, magnetic tape, etc,)
2. Does the product meet national and/or international standards?
3. Will the Library receive updated versions of the source? Will the updated versions be compatible with earlier versions?
4. How much maintenance (including archival functions) will be required by this product? Can maintenance be carried out by library personnel, University personnel, or must a specialist be consulted?
5. In what manner can the source be mounted? What storage options are recommended by the vendor? by the selector? Does the vendor require purchase of customized hardware?
6. If customized hardware is available from the vendor, does it provide significant enhancement to use of the product that could not be achieved with existing library hardware? Does the purchase of hardware from the vendor affect the pricing of the product?
7. Can existing equipment/hardware accommodate the operation of this resource? Is there adequate processing and storage capacity? Are product and system compatible? Will additional memory or user-interfaces be required? Are all necessary peripherals available?
8. Are existing facilities adequate? Will renovation or reconfiguration of space be required?

E. Vendor/Contractual criteria - criteria listed here relate to the vendor of the resource and the contractual terms the Library is able to negotiate for acquisition and use of an electronic resource.

1. Is a product preview or demonstration possible?
2. Does the vendor supply adequate documentation?
3. Is the cost of this source contingent upon owning the same or similar source in another format?
4. Is an educational discount available, or applicable to the purchase of multiple copies?

5. How much and what kind of customer support is provided by the vendor? Does the vendor have a reputation for standing behind its products?
6. Can the product be mounted on more than one stand-alone station?
7. Are updates timely? Are claims for unreceived updates processed efficiently by the vendor?
8. Must superseded versions be returned to the vendor?
9. Can information provided by the source be archived by the Library?
10. What aspects of the system and its use are protected by copyright? What is the potential liability for misuse of the system or the information it contains? Are there specific restrictions on downloading or the subsequent manipulation or use that can be made of data obtained from the product?
11. Can archival, back-up and/or replacement copies be made or purchased from the vendor?
12. Are there fees associated with use of this product?
    - registration fees required for freeware or shareware products
    - royalty fees in addition to the purchase cost of a commercial product
13. If the vendor supplies the hardware, is that equipment covered by a warranty?
14. Are there specialized services, such as document delivery provided to end-users by the vendor?

COLLECTION DEVELOPMENT POLICY STATEMENT

F. MAPS

David Allen
September 1994

Person Responsible for Selection: David Allen

A. LOCATION AND SIZE OF COLLECTION:

1. Location of Materials: Most cartographic materials are in the Maps Section of the Melville Library, but important holdings can be found in other locations. Geological maps and atlases are in the Earth and Space Sciences (ESS) Library. The Marine amd Atmospheric Sciences Information Center (MASIC) holds maps and atlases dealing with climatology and the oceans. Some atlases are in the reference room of the Melville Library. Maps and atlases of New York State published prior to 1940 and a few other old or valuable materials are housed in Special Collections. Scattered atlases are located throughout the library system.

Some cartographic materials are also housed by format. Materials housed in the Video and Microforms Department include a number of historic maps and atlases. Many cartographic materials on CD-ROM are housed in the Documents Section of the Reference Department. The physical proximity of the Maps Section to the Documents Section and the Video and Microforms Department makes this arrangement convenient. Some cartographic materials on CD-ROM are also housed in the ESS Library and in MASIC.

2. Estimate of Holdings (9/1/94):

U.S.G.S topographic maps	67,695
Aerial photographs and satellite images	416
U.S. sheet maps	8789
World maps	22,638
Raised relief maps	8
Globes	5
Microfilm (rolls)	20
Microfiche (no. of fiche)	400

CD-ROMs	100
Atlases	902
Monographs other than atlases	692
Serial titles in Maps	8
Maps in ESS	8000
Atlases in ESS	350
Maps in Special Collections	1200

B. DESCRIPTION OF COLLECTION

1. Purpose: To support teaching and research throughout the University, and to provide a cartographic resource for Long Island.

The heaviest users of the map collection are the Departments of Political Science, Sociology, History, and Anthropology. Harriman College for Policy Analysis, the Marine Sciences Research Center, and the Department of Ecology and Evolution also make considerable use of maps. All of these departments and programs sponsor courses (especially at the master's degree level) which heavily use maps of Long Island and the New York metropolitan area. These courses typically deal with such matters as urban planning, local environmental issues, the marine ecology of the region, and local archaeology.

Other departments use the map collection more sporadically. Geology students use topographic maps housed in the Melville Library, although geological maps are housed in the Earth and Space Sciences Library. The Department of Technology and Society offers a course in remote sensing that requires the use of aerial photographs and satellite images. One professor in the Art Department regularly gives her students assignments in the map collection. There is also considerable use of the map collection by faculty working on specialized projects, and by both students and faculty planning vacation or other travel.

As the largest map collection on Long Island, it receives considerable use from off-campus patrons--both in person and through interlibrary loan. Much of this use is from boaters, environmentalists, and persons interested in genealogy or local history. There is a heavy demand for historical maps of Long Island from environmental analysts doing site impact statements. As is the case with academic users, about half of the demand is for maps of the local area. But here, too, there is scattered and unpredictable demand for maps covering the entire country and the world.

2. History and Special Strengths of the Collection: The map collection was established in August, 1974, when Karl Proehl became Stony Brook's first map librarian. Shortly thereafter, the Library was designated a depository for maps and charts from the U.S. Geological Survey, the National Ocean Survey, and the Defense Mapping Agency. In the summer of 1975 and again in 1976 Karl Proehl was one of approximately fifteen map librarians in the nation selected to participate in the six week Special Map Processing Project in the Geography and Map Division of the Library of Congress. As a participant in the project, he was entitled to select duplicates from the Geography and Map Division. Thirteen thousand maps and some atlases were thus acquired for the map collection.

In the summer of 1977 the map collection was moved from the basement to the second floor area of the Melville Library. This gave the map collection greater visibility and accessibility, and brought it into closer proximity with the rest of the Reference Department. In October, 1977, Karl Proehl resigned, and was succeeded as map librarian by Barbara Shupe in April, 1978.

Barbara Shupe continued the task of building a basic map collection. In 1979, the map collection received an important accession in the form of the complete collection of the former Map Center at SUNY Farmingdale. This collection further strengthened the holdings of world maps, and provided a fairly strong historical collection of New York State and Long Island maps. Under Barbara Shupe an agreement was worked out with the Special Collections Department whereby maps published prior to 1920 are housed in Special Collections. By the time of her resignation in the spring of 1985, the map collection consisted of approximately 90,000 items.

In Sept., 1985, David Allen became map librarian. By then the basic task of building a general purpose map collection had been accomplished. The holdings of U.S. sheet maps and small-scale world maps are now largely adequate. Holdings of large-scale maps of the rest of the world are very uneven, as they have been built up largely by donation. An effort is being made to fill in the gaps of large-scale maps of Mexico, Canada, the Carribean, and Western Europe through the purchase of maps at a scale of 1:50,000. For most other areas of the world, an attempt is being made to obtain complete coverage at a 1:250,000 scale. An effort is also being made to build on the existing strengths and raise the collection to a level of distinction in the following areas: (1) Long Island, (2) New York State, (3) marine and coastal zone mapping of the eastern coast of North America and the Caribbean. The historical map collection is being strengthened through a project to remove and encapsulate maps from the U.S. Serial Set and the New York State Legislative Documents. Some effort is being made to strengthen holdings in the history of cartography through the purchase of reference books, atlases containing facsimiles of

old maps, and by adding to serial subscriptions Imago Mundi and The Map Collector.

The development of the map collection was affected by Stony Brook's participation in two major map preservation projects in 1989-90 and 1990-91. As a part of these projects, many New York State maps published prior to 1940 were transferred from the Map Section to the Dept. of Special Collections, and a new policy was adopted of housing New York State maps published before 1940 (instead of 1920, as previously) in the Dept. of Special Collections. The preservation of almost all of these maps and their increased bibliographic control has strengthened Stony Brook's position as the holder of a major collection in the historical cartography of New York State.

The establishment of the Marine and Atmospheric Sciences Information Center in 1992 has raised the question of redefining collecting assignments between the Map Section, MASIC and the ESS Library. Only informal discussions have been held on this subject.

In the last few years the map collection has begun to be strongly affected by the digital revolution. This has been caused largely by the widespread distribution of cartographic materials on CD-ROM, the development of personal computers powerful enough to run mapping programs, and the development of more user friendly Geographic Information System (GIS) programs. The libraries now have a great deal of cartographic data on CD-ROMs produced by the federal government, most notably the TIGER files produced by the Census Bureau, Digital Line Graphs produced by the U.S. Geological Survey, and a miscellany of geological maps and other materials. A computer powerful enough to run some of this software is housed in the Documents Section. Several commercially produced mapping programs are also running on that computer.

Unfortunately, the map collection still lacks access to a sufficiently powerful computer to make effective use of many of these CD-ROMS, although MASIC does have such a computer and (equally important) access to the campus network. Obtaining the ability to run GIS software (preferably as part of the campus network) is a major priority for the future of the map collection. Once this access is obtained, the systematic collection of a cartographic data in digital form should become a part of collection development activities.

C. GENERAL COLLECTION GUIDELINES

1. Treatment of subject.

a) Level of treatment: Standard statement.

b) Intellectual parameters: Topographic and thematic maps of the entire world are collected. Emphasis is on maps of the United States. Particular attention is paid (in descending order) to maps of Long Island, the New York Metropolitan Area, and New York State. Also given high priority are maps of western Europe, as well as marine and coastal area maps of eastern North America and the Caribbean. Maps of major cities of the United States and

throughout the world are collected. There is some overlap with with MASIC and the ESS library in collecting geological, climatological, and oceanographic maps. Many atlases are purchased by the Reference Department, and decisions about the purchase and location of atlases are made on an item-by-item basis after discussion between the map librarian and the selector for the Reference Department.

2. Types of materials: Sheet maps, aerial photographs, satellite images, gazetteers, map reference books, CD-ROMs, and software programs.

3. Languages: Preference is given to materials in English. If materials are not available in English, preference is given to other Western languages. Since many cartographic materials can be interpreted irrespective of language, maps may be acquired in any language.

4. Chronological guidelines: Emphasis is on current materials. Some historical maps are collected, particularly of Long Island and New York State.

5. Geographical guidelines: Materials covering the entire world are collected. Strongest emphasis is on Long Island. Other areas emphasized are New York Metropolitan Region, New York State, Northeastern United States, coastal North America and the Caribbean, and Western Europe.

D. Detailed List of Subject Descriptors for Collection with Collecting Levels.

SUBJECTS	ES	CL	DL	ASSIGNMENTS
Long Island	4	4	5	Map, Spec
New York metro. region	4	4	4	Map, Spec
New York State	4	4	4	Map, Spec
Northeastern United States	3	3	3	Map

United States (1:24,000-scale minimum coverage)	3	3	3	Map
Marine and coastal area mapping (eastern North America and Caribbean)	3	4	4	Map, MASIC, ESS
Marine mapping (rest of world)	3	3	3	Map, MASIC, ESS
Canada (1:250,000; east coast and St. Lawrence River Valley at 1:50,00)	3	3	3	Map
Mexico (1:250,000; east coast, Central and Southern Highlands, Yucatan at 1:50,000)	3	3	4	Map
Caribbean islands (1:50,000)	2	3	4	Map
Western Europe (1:50,000)	3	3	4	Map
Eastern Europe (1:250,000)	2	2	2	Map
Central and South America (1:250,000)	2	2	2	Map
Africa (1:250,000)	2	2	2	Map
Asia (1:250,000)	2	2	2	Map
Australia/Oceana (1:250,000)	2	2	2	Map
Greenland, Siberia, Antartica, Central Asia (1:500, 000)	2	2	2	Map
SPECIAL MATERIALS				
Atlases	4	4	4	Map, Ref, ESS
Gazetteers	4	4	4	Map
Geological maps	3	3	3	ESS
Cartobibliography/Map Librarianship	4	4	4	Map
Digital files	2	3	4	Map, MASIC, ESS

COLLECTION DEVELOPMENT POLICY STATEMENT

G. MICROFORMS

Paul Wiener
1995

MICROFORM COLLECTIONS

Microforms and Multimedia Services. Room N-2002. Paul Wiener, Head. Phone: 632-7104; email pwiener@ccmail.sunysb.edu.

Microforms are greatly reduced photographs of newspapers, journals, books magazines, government documents and miscellaneous unpublished research. With the appropriate equipment, the reduced text can be enlarged to be read, as well as printed, faxed and sometimes downloaded. The types of microform in the collection include microfilm, microcard, microprint, microfiche, and ultrafiche.

In terms of volumes, the microform collections at USB exceed the size of the Library's book collection. The materials include newspapers (current and past, foreign and domestic), magazines and journals, U.S., U.N., and foreign government publications, U.S. and foreign census materials, manuscripts, dissertations, archival matter, anthropological studies (HRAF), educational research reports (ERIC), and large collections of rare American and European books and plays.

Individual microform sets and collections are added by the various subject selectors whose area (e.g., history) the microforms address. In this way, microforms are treated just like books. Generally, microform sets are chosen on the basis of the rarity of the title, affordability, cost effectiveness, interlibrary availability, and local demand. Many government titles are automatically received as part of our Depository program. Fewer new microform titles are being received due to changes in the recording and distribution of information. Recommendations for purchase, however, are always welcomed.

Many titles on microform are listed in STARS. Those not listed in STARS may be found in other indexes and bibliographies available in the Reference or Microforms area; staff will assist users in identifying needed materials and in locating them.

Equipment includes readers and reader-printers (for making copies). Regrettably, staff cannot make copies for absent patrons except in highly unusual circumstances. The Microforms area is on the second level of the Reference Room, toward the back, and is now merged with the Video Department.

Selected Newspapers and Periodicals

New York Times (1851-) (and index 1851-)
Washington Post (1931-33, 1954-) (and index 1972-)
Chicago Tribune (1847-1994) (and index 1958-)
Wall Street Journal (1899-) (and index 1958-)
Newsday (Suffolk ed.) (1944-) (Also on computer, 1988-)
Underground Newspaper Collection (1965-)
New York Review of Books (1963-)
Times (London) (1788-)
Herstory (Women's Liberation Periodical Collection)
Playboy (1953-)
Life Magazine (1936-1957)
Ms. Magazine (1972-)

20th Century Publications

Columbia University Oral History Collection
Cornell University Collection of Women's Rights Pamphlets
Human Relations Area Files (Cultural Anthropology)
International Collection of Social and Economic Development Plans (1945-)
International Population Census Publications (1945-)
Organization of American States Official Records (1961-)
Resources in Education file (ERIC documents on microfiche)
United Nations Documents and Official Records (1946-)
U.S. Government Publications
U.S. Supreme Court Records and Briefs

19th Century Publications

American Culture Series
American Periodical Series
British Sessional Papers
Early American Books (1801-1819)
English and American Drama of the 19th Century
Nassau and Suffolk Counties Decennial Census Reports
Oberlin College Anti-Slavery Collection
U.S. Presidential Papers

Pre-19th Century Publications

Early American Imprints (1639-1800)
Early English Books (1475-1700)
Early American Newspapers
German, French, and Spanish Drama Collections
Three Centuries of English and American Plays

Printed Guides to the Collections

The major guide to the microform collections at Stony Brook is Hufford's Microform Holdings; A Select List (Micro and Ref Z1033.M5 H84 1990). This compilation has summaries and explanations of virtually all of the major titles with subject, key word, and title indexes. Other guides and indexes to the collection have been written or designed by library staff and are available in the Microform Section. A list of these follows.

Author Index to the Landmarks of Science Collection (Reference Room)
Dissertations in the Collection Relating to Women's Studies
Guide to Labor Periodicals and Other Materials
Indexes to the Scandinavian Culture Collection Manuscript Collections on Microfilm in the USB Library
Newspaper Geographical File
Spanish, Portuguese, and Latin American Materials
Subject Index to Dissertations on Microfilm
Union List of Microform Collections in Nassau and Suffolk County Libraries (Micro and Ref Z1033.M5 F4)

COLLECTION DEVELOPMENT POLICY STATEMENT

H. NEWSPAPERS
September 1994

I. PURPOSE OF THE POLICY

This policy concerns the development of the Library's collection of current and microfilm subscriptions to newspapers.

This policy applies primarily to the use of the Library's general serials funding for news coverage through current and microfilm subscription to newspapers, with the aim of supporting the widest diversity of academic and non-academic interests on the SUNY Stony Brook campus.

The provisions of this policy statement will in no way obstruct or prevent the use of department or program allocation funds for the purchase of newspaper subscriptions, in paper or microformat, that are considered necessary for the support of research and/or teaching by an individual department or program. The expenditure of such funds for this purpose will be handled via the same procedures used for the purchase of other serials using department or program funds.

II. DECISION-MAKING AUTHORITY

Selection and de-selection decisions for newspapers will undergo the same procedure of input and review by the Library selectors that are accorded to other periodicals and serials of general funding. Recommendations from faculty, staff and students will be taken into consideration in all current and microform subscription decisions.

In order that the consideration of newspapers not be isolated from that of other resources of general importance, the routine monitoring of the collection, and the implementation and review of this policy is attributed to the Collection Management and Development Committee.

III. DEFINITION OF A NEWSPAPER

For the purposes of this policy the Library of Congress definition of a newspaper will be used.

"... those publications issued on newsprint and containing general news coverage rather than being oriented toward specific subject matter." [Serials: A MARC Format (Washington, D.C.: Library of Congress, 1970) p.16]

This includes publications which treat current events appearing daily, weekly, or at other relatively short intervals.

Titles not meeting this definition will be examined individually to determine appropriateness. Excluded from this policy are trade and professional journals, government gazettes, and news magazines.

IV. PURPOSE OF THE NEWSPAPER COLLECTION

The purpose of the newspaper collection is to support the teaching, research, and public service functions of the University. The collection will attempt to provide a broad range of geographic coverage, editorial viewpoints, and cultural diversity based on specific selection considerations outlined in sections V, VI and VIII of this policy. Due to fiscal and spatial constraints, the Library does not attempt to collect newspapers from all political, social, ethnic, or cultural viewpoints, nor from all countries represented by students attending SUNY Stony Brook.

The following broad functions define the overall purpose of the collections:

A. Research
Newspapers will be maintained to support ongoing curricular, scholarly, and administrative research activities.

B. Newspapers of record
"Newspapers of record" serve as both current awareness and research sources. They provide a permanent record of a wide variety of political, economic, and cultural events occurring throughout their scope of interest.

C. Current awareness
Current coverage of the news of the day will be maintained to meet immediate informational needs as well as to support the co-curricular interests of the University community, i.e., recreational reading, employment outlook information, etc.

V. CONSIDERATIONS FOR CURRENT SUBSCRIPTIONS

Considerations for the selection of newspapers for current subscription include the following:

A. Research
Newspapers which contribute to basic research needs and are of academic value to a large and/or active segment of the University community will be given preference.

B. Newspapers of record
Titles which have a reputation for journalistic excellence will receive strong consideration.

C. Microfilm coverage
Newspapers for which microfilm copy is being obtained will be considered for current subscription.

D. News coverage needs
News coverage needs, whether by newspapers or alternate sources of information available in the Library, will be provided with a minimum of redundancy. Other factors may include cost, delivery time, and frequency of publication.

E. Diversity
The library will make every effort to include newspapers that represent diverse social, political, cultural, and ethnic points of view.

F. Geographic representation
Representative coverage of the following geographic areas will be sought:

1. The Stony Brook area.

2. Metropolitan areas of New York State.

3. Large metropolitan areas of the United States. Major geographic regions will be represented.

4. Countries and regions of the world. Foreign newspapers will be subscribed to on a selective basis with the aim of providing representation from diverse areas of the world.

G. Cost
Cost will be a factor in the selection of newspapers for current subscription.

The Library's current newspaper subscriptions will be as responsive as possible to changing needs. Integrity of the collection will not be a consideration in the makeup of the current newspaper subscription list. Subscriptions will not be maintained solely as a function of past collection trends.

Multiple subscriptions will be considered for various Library branches when appropriate.

VI. CONSIDERATIONS FOR MICROFILM SUBSCRIPTION

Relatively few of the Library's newspaper subscriptions are kept on microfilm as a permanent part of the collection. A current paper subscription is not required for the consideration of a subscription on microfilm. The following are factors to consider when deciding whether or not a newspaper should be obtained on microfilm:

A. Research
Newspapers which contribute to basic research needs and

are of academic value to a large and/or active segment of the University community will be given preference.

B. Newspapers of record
Titles which have a reputation for journalistic excellence will receive strong consideration.

C. Indexing
The availability of indexing through electronic or paper sources greatly enhances the use of a newspaper as a permanent research tool. Some newspapers, such as the Statesman, are retained regardless of bibliographic access.

D. Geographic coverage
Geographic coverage of local, state, national, and international papers will follow the guidelines as outlined in Section V.

E. Diversity
The library will make every effort to include newspapers that represent diverse social, political, cultural, and ethnic points of view.

F. Interlibrary loan availability
Titles which are frequently used and are not easily borrowed through interlibrary loan will be considered for acquisition on microfilm. Lower priority will be given to titles which receive only occasional use and are available through interlibrary loan.

G. Cost
Cost will be a factor in the selection of newspapers on microfilm, but not the sole factor.

VII. RETENTION OF PAPER COPY

Paper copy will be retained until the recept of corresponding microfilm copy, if any. When microfilm copy of a newspaper is not obtained, paper copy will be retained for a reasonable period, ordinarily three months.

VIII. GIFTS

Gift subscriptions will be considered with a view to their benefit for the Library's collection and clientele. Gift subscriptions from both campus and non-campus sources will be subject to the same considerations for addition to the collectionas paid subscriptions. Gift titles will never be added just because they are free.

IX. REVIEW

This policy will be used to review the newspaper collection on a regular basis in order to identify titles to be selected or cancelled. This policy will be reviewed on a regular basis in order to be kept up-to-date with changing University and Library priorities.

COLLECTION DEVELOPMENT POLICY STATEMENT

I. PERIODICALS

July 1994

Selection Criteria

The following selection criteria are listed, insofar as is practicable, in priority order. Not all criteria will apply to all titles; however, it should be noted that they do apply to gifts as well as to purchased materials.

1. Relation to the Curriculum and Research

The serial should support academic or library programs. Factors to consider are: quality and reputation of the program, enrollment, level and number of courses offered, the number of faculty or graduate students actively engaged in research in a particular field, and faculty requests.

Subscriptions to interdisciplinary serials may be justified by the aggregate of programs supported where they could not be justified on the basis of a single program.

Many serials of a general or popular nature bear only an indirect relation to academic or library programs, and their selection may be made on other bases altogether.

2. Relation to the Total Collection

Consider present library coverage of a subject to determine whether the title makes a new contribution to the field. Titles proposed in subjects where present holdings do not yet meet collecting levels assigned in the Collection Development Policy should be favored, other considerations being equal.

3. Quality

Factors to consider in assessing quality are: the reputability of editors and contributors; the reputability of publishers or sponsors, usually preferring a learned or professional society to a trade publisher; quality of earlier numbers, if the serial has been in existence for some time. Reviews and faculty opinion should be sought in assessing quality.

4. Language of Publication

Where English is designated in the Collection Development Policy as the primary language of collection, only the most important serials in other languages may be acquired.

5. Indexing

Consider whether the title is included in abstracts and indexes available to the Libraries and also whether or not it provides its own index. How frequently is the title cited in the literature of its field?

6. Demand

Consider probable intensity of use. A high level of use may be the result of a large user population or emphasis on periodical literature in the particular discipline or program. In assessing requests generated by an individual's research, weigh carefully to determine overall potential use.

Demand may also be a factor in considering serials of a more general or popular character, but it should be considered in relation to other selection criteria.

7. Accessibility

Accessibility should be viewed as a concomitant of demand. The greater the anticipated use, the greater the need to acquire for the Libraries. As anticipated use diminishes, immediate geographic accessibility becomes less important.

Consider whether the title is accessible elsewhere on campus; in the state, region, or country; or through commercial document delivery services. Mutual agreements with other University Center libraries should be sought in determining selection responsibilities where cost is excessive, anticipated use is low, or subject is of peripheral collecting interest only.

8. Cost

Cost should be considered in relation to other selection criteria. Low cost alone is not a reason to acquire a serial; the title should meet other selection criteria. Unusually high cost may, however, be cause for rejecting or postponing acquisition of an otherwise desirable serial. It is important to keep in mind that cost includes not only the purchase price of the serial but also the on-going expense involved in record keeping, binding, etc.

COLLECTION DEVELOPMENT POLICY STATEMENT

J. REFERENCE COLLECTION

1995

Introduction:

The Reference collection in the Melville Library at the State University of New York at Stony Brook numbers approximately 40,000 volumes, including about 600 current serial subscriptions. It also contains a growing number of electronic tools including computerized databases and CD ROM products for both access and information. The collection covers reference works in the humanities, fine arts and social sciences. In addition, it includes basic reference materials for the sciences, technology, health sciences and music, as well as for interdisciplinary subjects, such as environmental science and the history of science and medicine, which cross the subject boundaries of other Stony Brook libraries.

The purpose of the Reference collection is threefold: first, to provide a wide range of factual information, such as biographical or statistical data; second, to provide access to materials in the Stony Brook libraries: and third, to serve as a key to scholarly resources housed at institutions throughout the world.

Priorities:

The first priority of the collection is to provide reference materials which support the academic programs and research needs of the university in fine arts, humanities and social sciences.

The second priority is to provide reference materials of general use to faculty and students of the university and the community.

Objectives of the Reference Collection Policy:

1. To establish guidelines for the subject scope of the reference collection.

2. To set procedures for the acquisition of new materials for the reference collection and weeding of older materials which will ensure the development and maintenance of a current and useful reference collection.

Reference Collection Selectors:

All members of the Reference Department take part in selection of materials for the Reference collection. The present breakdown of responsibilities is seen below.

LC Call Number		Selector
A	General Works	BC
B-BD	Philosophy	HV
BF	Psychology	NB
BJ-BX	Religions	CVS
C-F	History	DYA/CK
G-GC	Geography	DYA
GF-GV	Anthropology, Recreation	RF
HA-HJ	Statistics, Economics, Commerce, finance	NB
HM-HX	Sociology, Social Groups, Social Welfare, Criminology, Socialism etc	RF
J	Political Science	CK/EH
K	Law	JP/EH
L	Education	CK
N	Fine Arts	BC
P-PA	Philology, & Linguistics, Classical Languages & Literature, Medieval & Modern Latin	CVS
PB-PH	Modern European Languages, Russian Literature	CVS/HV
PJ-PM	Languages & Literature of Asia, Africa, Oceania, American Indian Languages, Artificial Languages	CVS
PN	General Literature, Poetry, Performing Arts	BC
PQ	French, Italian, Spanish & Portuguese Literature	HV
PR-PS	British & American Literature	BC
PT	German, Dutch, & Scandinavian Literature	CVS
Q-T	Science, Medicine, Agriculture, & Technology	NB
U-Z	Military, Naval, & Library Science	CK
---	Environment	DYA

DYA David Allen

NB Nathan Baum

BC Brenda Coven

RF Richard Feinberg

EH Elaine Hoffman

CK Christine King

HV Helene Volat

JP Jyoti Pandit

CVS Catherine Von Schon

General Guidelines:

1. **Language:** the best reference works in English are preferred, except when noted in the selection criteria.

2. **Quality:** whenever possible, materials are selected on the basis of a favorable review or annotation in a reputable source. When it is not possible to wait for reviews, the reputation of the author and the publisher are taken into account. Some materials are obtained through approval plans according to profiles established by the library's subject selectors.

3. **Geographic Scope:** coverage is worldwide with an emphasis on the United States, with coverage of other countries and regions being determined by their importance to the curriculum of the university.

4. **Chronological scope:** there are no age limitations on the subjects of interest covered by the Reference collection.

5. **Date of imprint:** emphasis is on current imprints, but classic, authoritative and standard works are also acquired, no matter what their imprint dates.

6. **Academic level:** reference works are selected for the use of readers working at the undergraduate, graduate and research level.

Subject Scope of the Collection

The following departments and programs are served by the reference collection.

Departments	Programs
Anthropology	Africana Studies
Art	Behavioral Neuroscience
Comparative Studies	Child & Family Studies
Economics	Classical Civilization
French & Italian	English as a Second Lang.
Germanic & Slavic	Environmental Studies
Hispanic Languages & Literature	International Studies
History	Japanese Studies
Linguistics	Journalism
Philosophy	Judaic Studies
Physical Education	Korean Studies
Political Sciences	Latin American & Caribbean Studies
Psychology	Media Arts
Sociology	Middle Eastern Studies
Theatre Arts	Religious Studies
W. Averell Harriman School for Management	Socio-Legal Studies
	Women's Studies

Languages Taught:

Arabic	Korean
Chinese	Latin
French	Polish
German	Portuguese
Greek (Ancient)	Russian
Hebrew	Sanskrit
Irish	Sign Language
Italian	Spanish
Japanese	Swedish

Exclusions

Music, science and health science reference materials are housed in the appropriate libraries, with the exception of a few general works. Most government documents, microforms and cartographic reference materials are housed in their appropriate sections. Most popular reference works unrelated to the university curriculum, such as cookbooks, are excluded. Genealogical works, except those works pertaining to historical studies, are generally excluded.

Types of Materials included in the Collection

1. Almanacs and yearbooks: current editions of major publications for the United States and selected foreign countries and regions.

2. Annual reviews: collection includes the latest five years of those available from major disciplines.

3. Archival guides: selected guides to archives and manuscripts are included in the collection to support the areas of concentration listed above.

4. Atlases and gazetteers: most atlases are kept in Maps, but a core collection of major, up-to-date geographic and thematic atlases of high quality are kept in the Reference collection. Most gazetteers are also kept in Maps, but a selection is kept in Reference.

5. Bibliographies: Selected bibliographies on subjects within the scope of the reference collection are purchased. More general bibliographies on broad topics are also collected. The national bibliographies of major countries are included in Reference.

6. Biography: Reference collects comprehensive works dealing with professional, national and international biography, including both retrospective and current biography.

7. Business and commercial directories: Reference maintains a collection of major business directories for the United States and a few foreign countries.

8. Concordances: Only concordances for very important authors and works are included in the Reference collection, others are housed in the stacks. (Examples of works collected are concordances for Shakespeare and the Bible.)

9. Corporate reports: Reports of major companies are available on CD-ROM in the Government Documents section.

10. Dictionaries: Reference provides unilingual, bilingual and polyglot dictionaries in major languages, as well as bilingual dictionaries for as many languages as possible, including minor ones. Specialized dictionaries, (e.g. covering slang, technical language, idiomatic expressions and historical aspects of language), are collected for major languages.

11. Directories: Reference includes the current edition of major directories in all fields within the social sciences and humanities.

12. Encyclopedias: Reference includes all the major general encyclopedias, both single and multivolume. Reference also collects important foreign language encyclopedias, and authoritative encyclopedias in specialized subject areas to support research in the social sciences and humanities.

13. Grants and scholarships materials: This collection includes selected works on funding sources for undergraduate and graduate education, and grants available to individuals and institutions.

14. Handbooks: Reference collects current authoritative handbooks in the social sciences and humanities.

15. Indexes: Reference provides indexing and abstracting sources throughout its subject areas. Preference is given to electronic sources loaded on the OPAC or CD-ROM computers, but because of availability and budgetary constraints many works are still purchased in paper format.

16. Legal materials: Most legal reference materials collected by the library are located in Documents; some exceptions are indexes to legal periodicals and the Martindale-Hubbell Law Directory.

17. Library catalogs: Reference collects catalogs of selected national libraries and important collections of major research libraries, emphasizing subject fields which are not well controlled by indexes and bibliographies.

18. Plot summaries: This section provides major, comprehensive collections of plot summaries. Cliff Notes are not collected by the library.

19. Sacred books: Reference maintains a small collection of major translations of the Bible in English, as well as English translations of sacred works significant to major world religions.

20. Style manuals: Reference includes all major style manuals, with the exception of those in scientific fields.

21. Telephone Directories: Current telephone directories are collected for Suffolk County, Nassau County, Westchester County, Washington D.C., and the boroughs of Queens, Brooklyn, Staten Island, Manhattan and the Bronx. We also have CD-ROMs with addresses and telephone numbers of individuals and businesses for all fifty states.

22. University and college catalogs: A comprehensive collection of United States university and college catalogs and some foreign university catalogs are located in Microforms. Descriptive and evaluative guides to universities and colleges are kept in Reference.

23. Vocational materials: Selected career guides are collected in Reference.

Selection of Materials for Reference

The following principles, not in order of importance, serve as guidelines for the Reference collection in deciding which titles will be ordered:

1. Is this topic an important one in the university curriculum?

2. What are the strengths and weaknesses of the existing reference collection in the subject area in question?

3. Does the work duplicate material in titles already in the collection?

4. Is the topic a current or popular one? Is it likely to be a passing fad, or to be of continued importance?

5. What are the author's qualifications and reputation?

6. What is the date of publication? (In general, works with recent publication dates are ordered unless the publication is a standard work, or older material is of current value to the collection).

7. What is the cost of the publication?

8. What is the language of the publication? English is preferred, unless there is a specific reason to order a work in another language.

9. Is the work included in one or more basic reference collection guides?

10. Does the publication provide access to scholarly materials in libraries other than our own?

11. Is the source available in an electronic format?

12. Was the work favorably reviewed in a major reviewing tool?

Publications used for Collection Development

Publications used for selection of reference tools include, but are not limited to, the following:

1. Booklist

2. Choice

3. College and Research Libraries

4. Library Journal

5. RQ

6. American Book Publishing Record

7. Publishers' catalogs and flyers

The Reference collection is intended to be a working collection of important, frequently consulted publications. Therefore weeding of the Reference collection is done periodically. Titles which are weeded are transferred to the stacks or to other libraries, or discarded if felt to be too outdated to be of further use. The following guidelines are used for weeding decisions:

1. Date of publication: Superceded editions of many publications are automatically removed from the collection when a new edition is received. Superceded editions often become part of the stack collection and circulate. Other materials are periodically evaluated to see if they are still useful as they age.

2. Duplication: Is the material in this work duplicated in other more useful or current publications?

3. Multiple copies: Is there a need for multiple copies of this work in Reference?

4. Use: Is the material rarely used? Is the material potentially useful or unlikely to be used in the future? Weeding under this criterion must be weighed against criteria such as "significance" or "research value".

5. Language: Are these materials in foreign languages which substantially duplicate similar materials in English?

6. Subject: Is the subject of peripheral interest to the curriculum of the university?

7. Audience/Treatment: Is the work a popular, practical, how-to, or other non-scholarly treatment of more scholarly material we already own?

8. Physical condition: Is the book badly worn, defaced or are pages missing, binding falling apart, etc? Evaluate for possible repair or replacement.

9. Scope: Is the scope of the work very specialized or narrow? Would the work be more useful to patrons if allowed to circulate?

10. Re-worked titles: Are these titles which repackage information available in more comprehensive works which we already own, without adding much in terms of accessibility or ease of use?

11. Continuations: Is the work a continuation? If so, should some or all of the older volumes be sent to the stacks?

12. Electronic sources: Has the work (usually an indexing or abstracting source) been replaced or superceded by an electronic product we have acquired?

COLLECTION DEVELOPMENT POLICY STATEMENT

K. SPECIAL COLLECTIONS AND UNIVERSITY ARCHIVES

Dianne Stalker
December 1995

Person responsible for selection: Dianne Stalker, Acting Head

A. LOCATION AND SIZE OF COLLECTION

1. Location of Materials: The materials are housed in closed stacks in the Department of Special Collections and Archives. The materials do not circulate; they must be consulted in the department's reading room.

2. Estimate of Holdings: The collection contains approximately:

16,000 volumes (cataloged)
10,550 volumes (uncataloged)
4,910 linear feet of archives and manuscripts
850 maps
8,000 photographs
300 microfilm reels

B. DESCRIPTION OF THE COLLECTION

1. Purpose: To support research, primarily in the humanities and social sciences. To act as the official repository for the materials which document the university's instruction, research and administrative activities. The collection includes books, manuscripts, maps, pamphlets, photographs, microfilm and audio-visual formats. The University Archives contain materials created by the university in the course of its daily operation. The development of the collections has been primarily the responsibility of the head of the department, with the cooperation of the library and teaching faculties. Materials are added to the collection through purchase, transfers from within the library and from university departments, and, to a modest degree, by gift.

A. SPECIAL COLLECTIONS

1. Collection Strength: The collections strengths include materials on the following topics: local history, Long Island, books about books, selected authors (see author list below), Latin American literature, and children's books. One strength of the department is a microfilmed collection of William Butler Yeat's manuscripts.

2. Primary collecting interests are:

a. Local history imprints and local governmental publications, and books and pamphlets by local authors, including teaching faculty. There is also a small collection of nineteenth-century local history manuscripts and a small Long Island Railroad collection. The early records and history of the Environmental Defense Funds are also collected.

b. Jacob Javits Collection. The complete collection of the late Senator's papers, with the exception of a small collection held by the New York State Library. Materials include manuscripts, photographs, tapes and ephemera.

c. William Butler Yeats Collection. The microfilmed collection of copies of the Irish poet and author's manuscripts. The microfilm has been recopied onto archival bond paper.

d. Books about Books. Specimens of exceptionally fine printing, binding, or illustration. Twenty years of the Perishable Press archives and all of its fine press books. A small collection of the work of Angelo Valenti, a contemporary illustrator and printer. A broad range of fine press, small press and vanity publishers, and materials of research value on the art and technology of printing, typography, binding and paper.

e. Latin American Literature. Jorge Carrera Andrade. Pablo Neruda.

f. Contemporary Letters and Literature. Works and manuscripts of modern poets with emphasis on writers who taught and studied at Black Mountain College and Perishable Press poets. It also includes small collections of first and variant editions of works of well known authors.

Conrad Potter Aiken
Robert Creeley
Fielding Dawson
William Everson
Robert Duncan
Allen Ginsberg
Denise Levertov
Michael McClure
Robert Payne
Ezra Pound
John Wieners

3. General Guidelines:

a. Criteria: The selection criteria which apply to the general collection (i.e., relevance to the university's educational and research mission, depth of existing collection, scope and content, quality, price) are also applied to special collections. Additional factors are taken into consideration: age, fragility, value, rarity, format, historical and bibliographical significance. Provenance, association, and other characteristics of artifactual significance are considered along with an item's physical condition, and presence of other editions of the same work in the library's collections. Books of unusual format or requiring special security or supervised use are sometimes acquired. The selection decision is usually made by applying all relevant criteria, and rarely will a single factor determine the decision.

b. Types of materials:

1. American imprints before 1865
2. Western European imprints before 1800
3. Selected titles costing more than $500 per volume, excluding standard reference works and most current publications. Some expensive facsimilies may be included, if not housed in a branch subject library. Volumes containing fine, original, loose, laid-in or tipped-in plates and illustrations are collected on a title-by-title basis.
4. Rare maps (many of local and state interest)
5. Selected miniature books under 10 centimeters in height
6. Children's books (not actively collected at this time)

B. UNIVERSITY ARCHIVES

1. Description of Collection: The University Archives includes university records and printed materials produced by or about the university. The head of the Special Collections Department has by tradition been responsible for the development of the archives. There has never been a university-wide mandate to retain and preserve the university's records under the aegis of the Department of Special Collections. Most of the materials are the records and memorabilia of past university presidents and provosts. Some university departments transfer on an irregular basis their older records to the university archives. Transfers are honored to the extent that space, funds, and staff are available. Only a very limited number of materials can be processed at this time.

The University Archives contains complete sets of the Statesman (the student newspaper), Specula (the yearbook), directories, catalogs, programs, bulletins, announcements, newsletters, photographs, original typescripts of Stony Brook Ph.D. theses.

2. Transfers

Yearbook: Specula

Newspapers: Statesman, Blackworld, Stony Brook Press, Stony Brook Happenings, Stony Brook Magazine

Stony Brook: Foundation Annual Report, Faculty/Staff Directory, class schedules and bulletins for undergraduates and graduates, student handbooks, Faculty Senate Meeting minutes, Research Services Funding Bulletin

Associated Publications: SUNYLA Newsletter, The Voice (UUP)

COLLECTION DEVELOPMENT POLICY STATEMENT

L. TEXTBOOKS

The Library generally does not purchase textbooks. This policy is in effect for the following reasons:

1. textbook adoptions are subject to change, which over the years may leave the libraries with outdated and unused resources.

2. if library-owned adopted textbooks are to be safe from theft, or proprietary check-out, they must be placed on reserve; (reserve space is limited and cannot accommodate all textbooks as well as routine reserve items).

V. INTELLECTUAL FREEDOM STATEMENT

The American Library Association Policy Statement on Intellectual Freedom (ALA Policy Manual, Section 2.53) reproduced below shall be followed.

53. INTELLECTUAL FREEDOM

Texts of policies are available from the Office for Intellectual Freedom, ALA Headquarters, 50 E. Huron Street, Chicago, IL 60611.

53.1 Library Bill of Rights.

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

1) Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

2) Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

3) Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

4) Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

5) A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

6) Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948. Amended February 2, 1961, June 27, 1967, and January 23, 1980, by the ALA Council.

53.1.1 Challenged materials which meet the criteria for selection in the materials selection policy of the library should not be removed under any legal or extra-legal pressure. Adopted 1971, revised 1990.

(*See* "Current Reference File": Challenged Materials: An Interpretation of the Library Bill of Rights. 1989–90 CD#61.2.)

53.1.2 Expurgation of any parts of books or other library resources by the library, its agent, or its parent institution is a violation of the Library Bill of Rights because it denies access to the complete work, and, therefore, to the entire spectrum of ideas that the work was intended to express. Adopted 1973, amended 1981, 1990.

(*See* "Current Reference File": Expurgation of Library Materials: An Interpretation of the Library Bill of Rights, revised 1990. 1989–90 CD#61.3.)

53.1.3 Members of the school community involved in the collection development process employ educational criteria to select resources unfettered by their personal, social, or religious views. Students and educators served by the school library media program have access to resources and services free of constraints resulting from personal, partisan, or doctrinal disapproval and which reflect the linguistic pluralism of the community. School library media professionals resist efforts by individuals to define what is appropriate for all students or teachers to read, view, or hear. Adopted 1986, revised 1990.

(*See* "Current Reference File": Access to Resources and Services in the School Library Media Program: An Interpretation of the Library Bill of Rights: 1989–90 CD#61.1.)

53.1.4 Denying minors access to certain library materials and services available to adults is a violation of the Library Bill of Rights. Librarians and governing bodies should maintain that parents – and only parents – have the right and the responsibility to restrict the access of their children – to library resources. Adopted 1972, amended 1981, 1992.

(*See* "Current Reference File": Free Access to Libraries for Minors: An Interpretation of the Library Bill of Rights.)

53.1.5 Evaluation of library materials is not to be used as a convenient means to remove materials presumed to be controversial or disapproved of by segments of the community. Adopted 1973, amended 1981.

(*See* "Current Reference File": Evaluating Library Collections: An Interpretation of the Library Bill of Rights.)

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53.1.6 Attempts to restrict library materials violate the basic tenets of the Library Bill of Rights. Policies to protect library materials for reasons of physical preservation, protection from theft, or mutilation must be carefully formulated and administered with extreme attention to the principles of intellectual freedom. Adopted 1973, amended 1981, 1991.

(*See* "Current Reference File": Restricted Access to Library Materials: An Interpretation of the Library Bill of Rights.)

53.1.7 Describing or designating certain library materials by affixing a prejudicial label to them or segregating by a prejudicial system is an attempt to prejudice attitudes and, as such, is a censor's tool; such practices violate the Library Bill of Rights. A variety of private organizations promulgate rating systems and/or review materials as a means of advising either their members or the general public concerning their opinions of the contents and suitability or appropriate age for use of certain books, films, recordings, or other materials. For the library to adopt or enforce any of these private systems, to attach such ratings to library materials, to include them in bibliographic records, library catalogs, or other finding aids, or otherwise to endorse them would violate the Library Bill of Rights. Adopted 1951, amended 1971, 1981, 1990.

(*See* "Current Reference File": Statement on Labeling: An Interpretation of the Library Bill of Rights.)

53.1.8 Libraries maintaining exhibit spaces and bulletin boards for outside groups and individuals should develop and publish statements governing use to assure that space is provided on a equitable basis to all groups which request it. A publicly supported library may limit use of its exhibit space to strictly "library related" activities, provided that the limitation is clearly circumscribed and is viewpoint neutral. Libraries may include in this policy rules regarding the time, place, and the manner of use of the exhibit space, so long as the rules are content neutral and are applied in the same manner to all groups wishing to use the space. Adopted 1991.

(*See* "Current Reference File": Exhibit Spaces and Bulletin Boards: An Interpretation of the Library Bill of Rights.)

53.1.9 Libraries maintaining meeting room facilities should develop and publish statements governing use. These statements can properly define time, place, or manner of use; such qualifications should not pertain to the content of a meeting or to the beliefs or affiliations of the sponsors. If meeting rooms in libraries supported by public funds are made available to the general public for non-library sponsored events, the library may not exclude any group based on the subject matter to be discussed or based on the ideas that the group advocates. A publicly supported library may limit use of its meeting rooms to strictly "library related" activities, provided that the limitation is clearly circumscribed and is viewpoint neutral. Adopted 1991.

(*See* "Current Reference File": Meeting Rooms: An Interpretation of the Library Bill of Rights.)

53.1.10 A policy on library initiated programming should set forth the library's commitment to free access to information and ideas for all users. Library staff select programs based on the interests and information needs of the community. Libraries serving multilingual and multicultural communities make efforts to accommodate the information needs of those for whom English is a second language. Adopted 1982, amended 1990.

(*See* "Current Reference File": Library Initiated Programs as a Resource: An Interpretation of the Library Bill of Rights.)

53.1.11 Librarians have a professional responsibility to be inclusive, not exclusive, in collection development and in the provision of interlibrary loan. Access to all materials legally obtainable should be assured to the user and policies should not unjustly exclude materials even if offensive to the librarian or the user. Collection development should reflect the philosophy inherent in Article 2 of the Library Bill of Rights. A balanced collection reflects diversity of materials, not equality of numbers. Collection development responsibilities include selecting materials in the languages in common use in the community which the library serves. Collection development and the selection of materials should be done according to professional standards and established selection and review procedures.

Librarians have an obligation to protect library collections from removal of materials based on personal bias or prejudice, and to select and support the acquisition of materials on all subjects that meet, as closely as possible, the needs and interest of all persons in the community which the library serves. This includes materials that reflect political, economic, religious, social, minority, and sexual issues. Adopted 1982, amended 1990.

(*See* "Current Reference File": Diversity in Collection Development: An Interpretation of the Library Bill of Rights: 1989–90 CD#61.3.)

53.1.12 The American Library Association believes that freedom of expression is an inalienable human right, necessary to self-government, vital to the resistance of oppression, and crucial to the cause of justice, and further, that the principles of freedom of expression should be applied by libraries and librarians throughout the world. Adopted 1989.

(*See* "Current Reference File": The Universal Right to Free Expression: An Interpretation of the Library Bill of Rights: 1990–91 CD#18.1.)

53.1.13 Recognizing that libraries cannot act *in loco parentis*, policies which set minimum age limits for access to videotapes and/or audiovisual material and equipment with or without parental permission abridge library use for minors. Nevertheless, ALA acknowledges and supports the exercise by parents of their responsibility to guide their own children's viewing, using published reviews of films and videotapes and/or reference works which provide information about the content, subject matter, and recommended audiences. Adopted 1981, revised 1991.

(*See* "Current Reference File": Access for Children and Young People to Videotapes and Other Nonprint Resources: An Interpretation of the Library Bill of Rights. PRO: 201 [1987].)

53.1.14 The American Library Association opposes the charging of use fees for the provision of information by all libraries and information

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services that receive their major support from public funds. All information resources that are provided directly or indirectly by the library, regardless of technology, format, or methods of delivery, should be readily, equally, and equitably accessible to all library users. The ALA opposes any legislative or regulatory attempt to impose content restrictions on library resources, or to limit user access to information, as a condition of funding for publicly supported libraries and information services. Adopted 1993.

(*See also* Policies 50.3, 50.8, 60.1, and 61.1.)

(*See* "Current Reference File": Economic Barriers to Information Access: An Interpretation of the Library Bill of Rights: 1992–93 CD#26.6.2.)

53.1.15 The American Library Association stringently and unequivocally maintains that libraries and librarians have an obligation to resist efforts that systematically exclude materials dealing with any subject matter, including gender, homosexuality, bisexuality, lesbianism, heterosexuality, gay lifestyles, or any facet of sexual orientation. The Association also encourages librarians to proactively support the First Amendment rights of all library users, including gays, lesbians, and bisexuals. Adopted 1993.

(*See* "Current Reference File": Access to Library Resources and Services Regardless of Gender or Sexual Orientation: An Interpretation of the Library Bill of Rights: 1992–93 CD#26.6.3.)

53.2 Freedom to View

The American Library Association endorses Freedom to View, a statement of the American Film and Video Association.

(*See* "Current Reference File": Freedom to View, revised 1990; 1989–90 CD#61.5.)

53.3 Freedom to Read

The American Library Association endorses Freedom to Read, a joint statement by the American Library Association and the Association of American Publishers.

(*See* "Current Reference File": Freedom to Read.)

53.3.1 *Linguistic Pluralism*

The American Library Association opposes all language laws, legislation, and regulations which restrict the rights of citizens who speak and read languages other than English, and those language laws, legislation, and regulations which abridge pluralism and diversity in library collections and services. The Association works with state associations and other agencies in devising ways to counteract restrictions arising from existing language laws and regulations, and encourages and supports the provision of library resources and services in the languages in common use in each community in the United States.

53.4 Governmental Intimidation

The American Library Association opposes any use of government prerogatives which leads to the intimidation of the individual or the citizenry from the exercise of free expression. ALA encourages resistance to such abuse of government power, and supports those against whom such governmental power has been employed.

53.5 Shield Laws

The American Library Association supports the enactment by Congress of a broad and effective federal shield law. The Association exhorts its chapters to work vigorously for the enactment of broad and effective shield laws in every state.

53.6 Loyalty Oaths

The American Library Association protests conditions of employment predicated on inquiries into library employees' thoughts, reading matter, associates, or memberships in organizations. The Association also protests compulsory affirmations of allegiance as a condition of employment in libraries and calls on libraries not to impose loyalty tests or oaths as conditions of employment.

53.7 Destruction of Libraries

The American Library Association deplores the destruction of libraries, library collections and property, and the disruption of the educational process by that act, whether it be done by individuals or groups of individuals and whether it be in the name of honest dissent, the desire to control or limit thought or ideas, or for any other purpose.

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VI. REVIEW STATEMENT

REGULAR REVIEW OF THE COLLECTION DEVELOPMENT POLICY

Libraries are in a state of constant change in response to the changing needs of their users. Collection Development Policies also reflect this state of change. Such policies are not static documents, but evolving, flexible statements of purpose and policy that guide those involved in the selection process. Each of the appended policies for format and subject will be reviewed at regular intervals. During the review, the selectors will consult with appropriate members of the professional and professorial ranks to deliberate proposed changes and any questions or problems which arise. The resulting recommendations and suggestions will be forwarded to the Director of Libraries for final approval. Approved changes will be incorporated into the University Libraries Collection Development Policy and forwarded to all holders of copies of the Policy.